



# Annual Report

January 1

# 2016

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TOWN OFFICERS ANNUAL REPORT

UPTON MA



# Table of Contents

## TOWN OFFICERS ANNUAL REPORT 2016

Introduction 2016.....	1-7
Upton Town Officers.....	8-22
Warrants & Proceedings .....	23-111
Town Officers and Appointed Committees Reports.....	112-205
School Reports .....	206-268
Index .....	270-271



# 2016





## **TOWN OF UPTON**

*Incorporated June 14, 1735*

Approximately 50 Families

2016	Town Census	7613	1940	Federal Census	2249
2015	Town Census	7399	1930	Federal Census	2026
2014	Town Census	7431	1900	Federal Census	1937
2013	Town Census	7418	1890	Federal Census	1878
2012	Town Census	7360	1880	Federal Census	2203
2011	Town Census	7342	1870	Federal Census	1989
2010	Town Census	7366	1860	Federal Census	1986
2010	Town Census	7542	1850	Federal Census	2018
2000	Town Census	6369	1840	Federal Census	1658
2000	Federal Census	5642	1835	Federal Census	1410
1990	Federal Census	4677	1830	Federal Census	1167
1980	Federal Census	3884	1820	Federal Census	1088
1970	Federal Census	3484	1810	Federal Census	955
1960	Federal Census	3127	1800	Federal Census	854
1950	Federal Census	2656	1790	Federal Census	833

Town Comprises 21.81 Square Miles

Land - 13,853.3 acres

Water 104.7- acres

Town Highways - 74 miles

Pratt Hill is approximately 595 ft. above mean sea level

To make the township of Upton, named for a village in Worcestershire, England, lands belonging to the Towns of Mendon, Uxbridge, Sutton and Hopkinton were set off by the General Court. First town meeting in the John Sadler house, Mendon Street was August 8, 1735.



U.S. SENATORS  
*Ed Markey*  
*Elizabeth Warren*

CONGRESSMAN 2<sup>nd</sup> DISTRICT  
*James McGovern*

STATE SENATOR, SECOND WORCESTER DISTRICT  
*Michael O. Moore*

REPRESENTATIVE, NINTH WORCESTER DISTRICT  
*David Muradian, Jr.*

SHERIFF OF WORCESTER COUNTY  
*Lewis Evangelidis*

CHAIRMAN & CEO WORCESTER REGIONAL RETIREMENT  
*Kevin P. Blanchette*

CLERK MAGISTRATE WORCESTER COUNTY SUPERIOR COURT  
*Thomas J. Noonan*

REGISTER OF PROBATE AND INSOLVENCY  
*Stephanie K. Fattman*

REGISTER OF DEEDS, WORCESTER COUNTY  
*Anthony J. Vigliotti, Esq.*

DISTRICT ATTORNEY, WORCESTER COUNTY  
*Joseph D. Early Jr.*





# In Memoriam



**Robert T. Coffin**

**November 4, 1932 – September 1, 2016**

*Part-time police officer*



**Richard H. Humes**

**May 20, 1930 – July 13, 2016**

*Member, Upton Historical Society*



**Raymond K. Smith**

**August 5, 1932 – September 7, 2016**

*Cemetery Commission; veterans' agent*



**Durwood A. Tetreault**  
**November 4, 1932 – May 15, 2016**  
*Selectman; DPW Director*



**Edna M. (Sansoucie) Furphy**  
**November 11, 1927 – November 21, 2016**  
*Served on the Upton Council on Aging*



# Upton Town Officers



# UPTON TOWN OFFICERS

## *Elected*

### **Assessor of Taxes**

**James Earl**

**term expires 2017**

Kelly A. McElreath

term expires 2018

William W. Taylor

term expires 2019

\*Tracey Tardy, *Department Coordinator*

### **Board of Health**

**Richard Desjardins**

term expires 2017

Alfred C. Holman

term expires 2018

Richard V. Robinson

term expires 2019

\* Patricia Parent, Rn, BsN,

*Agent/ Town Nurse/Infection Control Coordinator*

\* Michael Moran, *Animal Control Officer*

\* Kelly A. McElreath, *Burial Agent*

\* Kenneth M. Pederson, Jr., *Assistant Burial Agent*

\* Janice Skinner, *Food Inspector*

\* Diane E. Tiernan, *Assistant Supervisor of Public Health*

\* Lenny Izzo, *Title V Agent*

\* Paul McKeon *Title V Agent*

### **Board of Selectmen**

**James A. Brochu**

term expires 2017

Robert J. Fleming

term expires 2018

Gary Daugherty

term expires 2019

### **Cemetery Commission**

**Glenn H. Fowler**

term expires 2019

William Taylor

term expires 2017

William Palmer

term expires 2017

### **Collector-Treasurer**

Kenneth W. Glowacki

term expires 2018

\*Ann L. Perkins, *Treasurer-Collector Assistant*

\*Jane Snellman, *Department Associate*



# UPTON TOWN OFFICERS

## *Elected*

### **Commissioner of Trust Funds**

Kenneth W. Glowacki	term expires 2018
Steve McCaw	term expires 2017
Michael D. Oliver	term expires 2019

### **Constables**

James R. Bates Jr.	term expires 2019
Steven P. Driver	term expires 2019
Sandra J. Hakala	term expires 2019
Michael G. Moran	term expires 2019
Steve McCaw	term expires 2019

### **Finance Committee**

Jonathan Calianos ( <i>Appointed by Moderator</i> )	term expires 2019
Robert Shawn Craig	term expires 2017
Nicholas Ensco ( <i>Appointed by Moderator</i> )	term expires 2019
<b>Paul T. Flaherty</b> ( <i>Appointed by Selectmen</i> )	term expires 2018
Steven Matellian ( <i>Elected</i> )	term expires 2017

### ***Capital Budget Committee***

*Sub-Committee established by Finance Committee*

***Appointed by the Finance Committee***

Frank Aniello	term expires 2018
David O'Brien	term expires 2016
Steven Matellian	term expires 2016
<b>Kenneth W. Glowacki</b>	term expires 2017
<b><i>Appointed by the Planning Board</i></b>	
Thomas Davidson	term expires 2017

### **Mendon-Upton Regional School District Committee**

Philip J. DeZutter	term expires 2017
Tanna Jango	term expires 2018
Dorothy Scally	term expires 2019

# UPTON TOWN OFFICERS

## *Elected*

### **Moderator**

David C. Loeper

term expires 2019

### **Planning Board**

Gary M. Bohan, Jr.

term expires 2018

**Paul Carey**

term expires 2019

Margaret Carroll

term expires 2017

Thomas C. Davidson

term expires 2020

Raymond P. Smith

term expires 2021

William Tessmer, *Associate Member*

term expires 2017

\*M. Denise Smith, *Department Coordinator*

### **Public Library Trustees**

Charlotte L. Carr

term expires 2017

Judith Katz-Goodman

term expires 2019

Francis Gustman

term expires 2017

Camille Hamlet

term expires 2019

Kathleen E. Kelley

term expires 2019

C. John Minnucci

term expires 2017

**John Robertson, Jr.**

term expires 2018

Bill Taylor

term expires 2017

Laurie Wodin

term expires 2018

### **Recreation Commission**

**Richard Gazoorian**

term expires 2017

Richard LaCross Jr.

term expires 2018

Debra Amorelli

term expires 2017

\*Bonnie Flink, *Recreation Director*

### **Upton Housing Authority**

Linda M. Jones

term expires 2018

Richard P. Kennedy

term expires 2019

**Mildred F. Galeone**

term expires 2021

Rena Richard

term expires 2020

Judith F. McGee *Appointed by Department of Communities & Development*

# **UPTON TOWN OFFICERS**

## *Appointed by the Board of Selectmen*

### **Affordable Housing Trust**

Richard Desjardin	term expires 2017
<b>Amanda Graham</b>	term expires 2017
Karen Intinarelli	term expires 2017
Gary Daugherty	term expires 2017
Richard Whitehouse	term expires 2017

### **Cable Television Advisory Committee**

George Arthur	term expires 2017
Dominic Coombe	term expires 2017
George Mattingly	term expires 2017

### **Central Massachusetts Regional Planning Delegate**

Gary Bohan	term expires 2017
James R. Bates Jr. <i>Alternate</i>	term expires 2017

### **Community Preservation Committee**

#### **Appointments made per 2003 By-law**

Appointed by the Board of Selectmen

Dave Adams	term expires 2017
Edward Darragh	term expires 2018
Richard Desjardins	term expires 2019

Appointed by the Conservation Commission

Chris Scott	term expires 2018
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Appointed by the Historical Commission

Russell Wood	term expires 2018
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Appointed by the Housing Authority

<b>Rena Richard</b>	term expires 2019
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Appointed by the Open Space Committee

Richard Holmes	term expires 2019
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Appointed by the Planning Board

Paul Carey	term expires 2018
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Appointed by the Recreation Commission

Rich Gazoorian	term expired 2019
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# **UPTON TOWN OFFICERS**

## *Appointed by the Board of Selectmen*

### **Conservation Commission**

Scott Heim	term expires 2018
Sandra Lajoie	term expires 2019
Tom Jango	term expires 2019
Alan Miano	term expires 2018
Mary Overholt <i>Associate Member</i>	term expires 2017
Michael Penko	term expires 2017
<b>Christine Scott</b>	term expires 2017
Marcella Stasa	term expires 2019
* M. Denise Smith, <i>Department Assistant</i>	

### ***Land Stewardship Committee***

*Sub-Committee of the Conservation Commission by vote 2/22/2006*

<b>Scott J. Heim</b>	Marcella Stasa
Mary Overholt	William Taylor
Michael Penko	

### ***Open Space Committee***

*Sub-Committee of the Conservation Commission*

Tom Dodd	Rick Holmes
Alan Miano	Mike Penko
Marcella Stasa	<b>Bill Taylor</b>

### **Council for the Aging**

Myra Bigelow	term expires 2017
Annette Castonquay	term expires 2019
<b>Elizabeth Consigli</b>	term expires 2018
Laura Fantini	term expires 2017
Paula Lepore	term expires 2017
Joseph McLaughlin	term expires 2017
Richard Provost	term expires 2017
Grace Wadsworth	term expires 2017

### **County Advisory Board Member**

Robert J. Fleming	term expires 2017
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# **UPTON TOWN OFFICERS**

## *Appointed by the Board of Selectmen*

### **Cultural Council**

Jennifer Conrad	term expires 2019
Jean Marie Houskeeper	term expires 2019
Jennifer Johnson	term expires 2018
Julie Johnson	term expires 2018
Jodi McGowan	term expires 2019
Dawn Piekarski	term expires 2018
Shelly Ryan	term expires 2019

### **Custodian of Tax Title Properties**

Kenneth W. Glowacki	term expires 2018
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### **Disability Affairs Grievance Coordinator**

Janice Read Nowicki	term expires 2017
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### **Disability Commission**

Karen Intinarelli	term expires 2018
Janice Read Nowicki	term expires 2017
Robert Carnegie	term expires 2017

### **Green Community Designation Committee**

Robert Jordan	term expires 2017
Brad Rolph	term expires 2017
Marcella Stasa	term expires 2017
<b>William Taylor</b>	term expires 2017

### **Fire & EMS Advisory Committee**

Chief Aaron Goodale	
Anthony Cervasi	term expires 2017
<b>Brian Kemp</b>	term expires 2017
Scott van Raalten	term expires 2017
Kerry Stoopack	term expires 2017

# **UPTON TOWN OFFICERS**

*Appointed by the Board of Selectmen*

## **Forest Fire Warden**

Fire Chief Aaron Goodale

term expires 2017

## **Historical Commission**

James Brochu

term expires 2019

Joan Burrell

term expires 2017

**Donna Desjardins**

term expires 2018

Howard Glassman

term expires 2019

George Patterson

term expires 2017

Don Spargo

term expires 2017

Katherine Worsham

term expires 2017

Russell W. Wood

term expires 2018

## **Municipal Hearing Officer**

Jennifer Welch

term expires 2017

## **Opiate Task Force**

Jim Brochu

term expires 2017

Bob Fleming

Kelly Graves

Ken Picard

Al Holman

Chief Aaron Goodale

Kristin Gauthier

Chief Michael Bradley

Kelly McElreath

Joe Maruszczak

Michelle Cotton

Amy Leone

Janice Nowicki

Gary Daugherty

## **Other Post Employment Trust Commissioners**

Kenny Costa, Town Accountant

term expires 2017

Kenneth Glowacki, Treasurer

term expires 2017

James Brochu, Chair BOS

term expires 2017

Richard McGuire

term expires 2017

## **Parking Clerk Warrant Officer**

Kelly A. McElreath

term expires 2017

# **UPTON TOWN OFFICERS**

## *Appointed by the Board of Selectmen*

### **Personnel Board**

<b>Debra Amorelli</b>	term expires 2019
Robert Carnegie	term expires 2019
David Scribner	term expires 2017
Jane Snyder Gienger	term expires 2017
Ken Picard	term expires 2019
*Deborah Teta, <i>Department Assistant</i>	

### **Registrars of Voters**

Jane Snyder Gienger (R)	term expires 2018
Cynthia Robertson (D)	term expires 2019
Eva Fowler (U)	term expires 2017
Kelly A. McElreath (U)	Ex-Officio Clerk

### **Senior Work-off Program Coordinator**

Janice Read Nowicki	term expires 2017
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### **Tree Warden**

Vincent J. Roy	term expires 2017
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### **Town Counsel**

Kopelman and Paige, P.C	term expires 2017
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### **Town Manager**

Blythe C. Robinson	Contract
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### **Veterans' Graves Director**

Robin Fletcher	term expires 2018
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### **Veterans' Services Director**

Robin Fletcher	term expires 2017
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# **UPTON TOWN OFFICERS**

*Appointed by the Board of Selectmen*

## **Zoning Appeal Board**

Bill Andrews	term expires 2019
Stedman Briggs	term expires 2017
<b>Joseph D. Lurie</b>	term expires 2018
James R. Bates Jr., <i>Associate member</i>	term expires 2019
Richard Desjardins, <i>Associate member</i>	term expires 2017
*M. Denise Smith,	



# **UPTON TOWN OFFICERS**

*Appointed by the Town Manager*

## **Office of the Town Manager**

**Blythe C. Robinson**

Executive Assistant	Sandra J. Hakala
Facilities/Custodian	Paul Marchand
PEGAccess Provider/UCTV Producer	Glenn Fowler
Town Accountant	Kenny Costa
Town Accountant Department Assistant	Ann L. Perkins
Town Clerk	Kelly A. McElreath
Assistant Town Clerk	M. Denise Smith

## **Council for the Aging**

**Janice Read Nowicki, Director**

Department Specialist	Bernadette Denson
Social Services Coordinator	Jessica Mauro

## **Code Enforcement**

**Patrick H. Roche, Inspector of Buildings**

Inspector of Buildings, Assistant	Stephen Johnson
Department Assistant (ZBA)	M. Denise Smith
Department Coordinator	Diane Judd
Gas Inspector	Walter A. Hopkins
Gas Inspector, Assistant	Thomas E. French
Oil Burner Inspector	Aaron Goodale
Plumbing Inspector	Walter A. Hopkins
Plumbing Inspector, Assistant	Thomas E. French
Wiring Director (Inspector)	John Poirier
Wiring Inspector, Assistant	David Stanley

## **Department of Public Works**

**Vincent J. Roy, Director**

Department Specialist	Carol A. Peterson
Supervisor of Highways/Parks	John Johnson
Water/Wastewater Supervisor	Scott Hennessey

# **UPTON TOWN OFFICERS**

*Appointed by the Town Manager*

## **Fire & EMS Department**

**Aaron Goodale, Fire & EMS Chief**

Assistant Fire Chief	Michael Marchand
Fire Captain	Daniel Lazarz
EMS Captain	Brian F. Kemp
Fire Lieutenant	Zachary Ward
Fire Lieutenant	David Cialdea
Fire Lieutenant	Bonnie Lopez
Fire Lieutenant, Acting	Anthony Cervassi
EMS Lieutenant	Kerry Stoopak
Firefighter Paramedic	James Earl
Firefighter Paramedic	Robert Johnson
Director Emergency Management	Brian F. Kemp
Trench Permitting Authority	Aaron Goodale
EMT/Financial Assistant	Barbara Harris

## **Police & Communications Department**

**Michael J. Bradley, Jr., Chief of Police**

### **Police Lieutenant**

Bruce D. Rivard

### **Police Sergeant**

Alan J. Cyr

Lisa C. Vass

### **Patrol Officer**

Carl A. Ambrosino

Michael D. Benjamin

James C. Fleming

Michael F. Lupachini

Erik M. Mager

Nicholas Palmieri

Isaiah R. Poxon

Matthew R. Rankins

### **Part time Officers**

Robert J. Miller

Thomas B. Stockwell

### **Communications Officer**

John Bergstrom

Victoria L. Burnham

Paula Deiana

Carl E. Hartwick

Shanna J. Jackman

Justin Kuras

Roberta L. Lamothe

Patrick Sheridan

Heidi Shultz-Ofria

MaryEllen Palmieri

# **UPTON TOWN OFFICERS**

*Appointed by the Town Manager*

## **Honorary Police Officers**

James R. Bates

Donald R. Keniston

Joanne Kinney

John Lebrun

Henry J. Poirier, Jr.

Bruno Ragaini

## **Department Specialist**

Paula Deiana

*\* Town employee appointments made by the Elected Board.  
Bold=Chair*



Warrants  
&  
Proceedings



**PRESIDENTIAL PRIMARY / 1 MARCH 2016 /WARRANT**

**COMMONWEALTH OF MASSACHUSETTS  
WILLIAM FRANCIS GALVIN  
SECRETARY OF THE COMMONWEALTH**

**SS.**

To either of the Constables of the City/Town of Upton

**GREETING:**

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Primaries to vote at

001/001 & 002

Nipmuc Regional High School Gymnasium

on **TUESDAY, THE FIRST DAY OF MARCH, 2016**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Presidential Primary for the candidates of political parties for the following offices:

PRESIDENTIAL PREFERENCE	FOR THIS COMMONWEALTH
STATE COMMITTEE MAN	SECOND WORCESTER SENATORIAL
	DISTRICT
STATE COMMITTEE WOMAN	SECOND WORCESTER SENATORIAL
	DISTRICT
WARD OR TOWN COMMITTEE	UPTON

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 16<sup>th</sup> day of February, 2016.

**UPTON BOARD OF SELECTION**

Kenneth E. Picard, Chairman  
James Brochu, Member  
Robert J. Fleming, Member

## PROCEEDINGS OF PRESIDENTIAL PRIMARY

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March 1, 2016

Rena Richard, Warden, declared the polls open at 7:00 am.

Throughout the day, election clerks on duty at the check-in table for precinct one were Agnita Knott, Joan Varney, Ida Jette and Maddie Smith. Elections clerks on duty at the check-in table for precinct two were Karen Varney, Richard Robinson, Kathy Ramsey and Elaine Picard. Rosemary Quirk, Kelly Carey, Carol Owczarzak and Robyn Sharp on duty at the checkout table for precinct one throughout the day. Also, Denise Smith, Harriet Fougere, Ida Jette, Lynne Gruber and Tracey Tardy on duty at the checkout table for precinct two throughout the day.

At 8:01 pm the results of the election were printed from each of the two Accu-Vote tabulation machine. There were 1333 Democratic votes (703 for precinct one and 630 for precinct two), 1225 Republican votes (620 for precinct one and 605 precinct two), 0 Green-Rainbow votes and 2 United Independent Party votes (precinct two).

The following are the results of the election:

### **Democratic**

<b>Presidential Preference</b>	<b>Total</b>
Blanks	3
Bernie Sanders	771
Martin O'Malley	5
Hillary Clinton	544
Roque"Rocky" De La Fuente	1
No Preference	7
Write In - all others	2

### **State Committee Man**

Blanks	496
Joe Martin	567
Adam Menard	268
Write In - all others	2

### **State Committee Woman**

Blanks	451
Mary Anne Dube	881



Write In - all others	1
<b>Town Committee</b>	
Blanks	23027
Cynthia Robertson	745
Joan E. Shanahan	759
Joan E. Varney	736
Mildred Galeone	641
James R. Bates	739
Write In - all others	13
<b>Republican</b>	
<b>Presidential Preference</b>	Total
Blanks	6
Jim Gilmore	3
Donald J. Trump	533
Ted Cruz	112
George Pataki	1
Ben Carson	34
Mike Huckabee	1
Rand Paul	2
Carly Fiorina	4
Rich Santorum	0
Chris Christie	1
Marco Rubio	248
Jeb Bush	25
John K. Kaisch	245
No Preference	6
Write In - Mitt Romney	2
Write In - all others	2
<b>State Committee Man</b>	
Blanks	261
Brent Anderson	616
James Knowlton	346
Write In- all others	2
<b>State Committee Woman</b>	
Blanks	250
Mindy J. McKenzie-Hebert	719

Carol Claros	254
Write In - all others	2
<b>Town Committee</b>	
Blanks	35959
Kenneth Glowacki	630
Karen Glowacki	548
Joseph Poirier	608
Thomas Davidson	600
Frank Aniello	595
Steven McCaw	539
Alan L. Rosenfield	559
Lloyd Hamm Jr	547
Kathleen J. Glowacki	547
Alfred Holman	578
Judith McGee	561
Stephen A. Matellian	596
Write in all others	8
<b>United Independent</b>	
<b>Presidential Preference</b>	
Blanks	0
Write In – all others	2
<b>State Committee Man</b>	
Blanks	0
Write In – all others	0
<b>State Committee Woman</b>	
Blanks	1
Write In – all others	1
<b>Town Committee</b>	
Blanks	20

The total number of ballots voted was 2560 out of 5,331 voters (240 inactive voters) which represents a 48% turnout. This included 143 absentee ballots and 1 provisional ballots. Warden Rena Richard read the unofficial results of the election at 8:45 pm. The used and unused ballots were sealed in separate containers and deposited in the town vault at 9:05pm.

## **SPECIAL TOWN MEETING / 3 MARCH 2016 /WARRANT**

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in Elections and in Town affairs, to meet in the Auditorium at the Nipmuc Regional Middle/High School, 90 Pleasant Street, in Upton on Thursday, the third day of March 2016, at 7:00 o'clock in the evening, then and there to act on the following Articles:

**ARTICLE 1:** To see if the Town will vote to amend the Fiscal Year 2016 operating budget as voted under Article 3 of the 2015 Annual Town Meeting, and further amended as voted under Article 1 of the November 17, 2015 Special Town Meeting, by transferring the total sum of Fifty-three thousand four hundred sixty-three dollars and forty-five cents (\$53,463.45) from Free Cash to the line items and in the amounts substantially as specified in the chart below; or, to take any other action related thereto.

<b><u>Transfer from Free Cash</u></b> <b><u>To:</u></b>	<b><u>Amount</u></b>
Accountant Wages	371.67
Animal Control Wages	181.83
Board of Assessor Wages	467.83
Board of Health Wages	529.57
Board of Selectmen Wages	903.50
Cable Advisory Wages	0.49
Code Enforcement Wages	1,393.06
Conservation Comm. Wages	191.73
Council on Aging Wages	1,365.46
Dept. of Public Works Wages	4,122.03
DPW, PFC Wages	1,366.09
Emergency Management Wages	66.58
Emergency Medical Wages	805.15
Fire Dept. Wages	4,488.63
Library Wages	1,768.75

Nurse Health Service Wages	424.53
Personnel Board Wages	16.23
Planning Board Wages	174.26
Police Dept. Wages	13,554.07
Town Clerk Wages	694.36
Treasurer Collector Wages	497.81
Veterans Agent Wages	79.82
Town Counsel Expense	20,000.00
<b>Total</b>	<b>\$53,463.45</b>

Explanation/

Submitted by: To make transfers from free cash to increase various accounts in the FY 2016 budget year to provide a cost of living adjustment for employees equal to one percent of payroll and make an adjustment to Town Counsel expenses for unforeseen expenses/Board of Selectmen.

Recommendation: To be determined

**ARTICLE 2:** To see if the Town will vote to amend the votes taken under Articles 4 and 5 of the May 7, 2015 Annual Town Meeting appropriating the Fiscal Year 2016 Water and Wastewater Enterprise Fund budgets, and further amended as voted under Articles 4 and 5 of the November 17, 2015 Special Town Meeting, respectively, to make supplemental appropriations for the remainder of Fiscal Year 2016 for the purposes of increasing the budget line for General Labor; and as funding therefor, to appropriate from available unappropriated funds in the Town Treasury, or transfer from Retained Earnings or otherwise the total sum of Two thousand two hundred fifty-six dollars and seventy-five cents (\$2,256.75) to the Water Enterprise Fund and the total sum of Two thousand sixty-one dollars and ten cents (\$2,061.10) to the Wastewater

Enterprise Fund; or, to take any other action relative thereto.

Explanation/

Submitted by: To increase the appropriation for Wastewater and Water Enterprise Fund budgets to provide a cost of living adjustment for employees equal to one percent of payroll.

Recommendation: To be determined

**ARTICLE 3:** To see if the Town will vote to revise the salary of the Treasurer Collector from \$55,067.11 to \$55,612.33; and in order to effectuate this revision, to amend the Fiscal Year 2016 operating budget as voted under Article 3 of the 2015 Annual Town Meeting, and further amended as voted under Article 1 of the November 17, 2015 Special Town Meeting, by transferring the sum of Five hundred forty-five dollars and twenty-two cents (\$545.22) from Free Cash to Treasurer Collector Salaries; or, to take any other action related thereto

Explanation/

Submitted by: To make a transfer from free cash to increase Treasurer/Collector Salaries to provide a cost of living adjustment for this elected position equal to one percent of payroll /Board of Selectmen.

Recommendation: To be determined

**ARTICLE 4:** To see if the Town will vote to appropriate from available unappropriated funds in the Town Treasury or transfer from the Town Nurse wages account the sum of Nine thousand dollars (\$9,000.00), or any other sum, to the Nursing Wages - Blackstone Inter-Municipal Agreement Account, or, to take any other action relative thereto.

Explanation/  
Submitted by: To transfer from the Town Nurse wages account the sum of \$9,000 to the Nursing Wages - Blackstone Inter-Municipal Agreement Account. The full amount was budgeted in Nursing Wages this year, however for accounting purposes we wish to transfer the amount needed for Blackstone to a separate line item /Board of Health.

Recommendation: To be determined

**ARTICLE 5:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Ten thousand dollars (\$10,000.00), or any other sum, for the purchase of a so-called hot box paving machine for the Department of Public Works, which amount shall be a match to a state grant received or to be received for such purposes, or, to take any other action relative thereto.

Explanation/  
Submitted by: To fund the Town’s share of a State grant to purchase a “hot box” for the Public Works Highway division. The equipment will enable the department to install more permanent patches of potholes in a more cost effective manner/Board of Selectmen.

Recommendation: To be determined

**ARTICLE 6:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of One thousand dollars (\$1,000.00), or any other sum, for the purchase of a subscription to Clear-Gov, an on-line tool for presenting and benchmarking financial information

regarding the Town, or, to take any other action relative thereto.

Explanation/

Submitted by: To purchase a subscription to this website which collates, compares, and analyzes financial information about different Massachusetts communities so as to better enable the Town to seek and implement fiscal efficiencies /Board of Selectmen.

Recommendation: To be determined

And you are directed to serve this Warrant, by posting up attested copies thereof at the U.S. Post Office, Town Library and Town Hall, in said Town fourteen days (14) at least before the time of holding said Meeting.

**HEREOF FAIL NOT**, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid.

Given under our hands this sixteenth day of February in the year of our lord two thousand sixteen.

**UPTON BOARD OF SELECTMEN**

A true copy,

Attest:

Kenneth E. Picard, Chairman

James A. Brochu, Member

Robert J. Fleming, Member

# **PROCEEDINGS OF SPECIAL TOWN MEETING**

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**March 3, 2016**

Called to order at 7:00 pm by Moderator David Loeper.

Board of Selectmen Chair, Ken Picard, led the audience in the Pledge of Allegiance.

During this meeting, 53 voters were checked in to the Nipmuc Regional Middle/High School by Tracey Tardy and M. Denise Smith meeting the necessary quorum of 40 voters.

By unanimous vote, guests present were: Lauren Goldberg, Town Counsel, Michelle Sanford, Town Crier; Paul Marchand, Town Employee; Jane Owens

## **FUNDING FOR TOWN DEPARTMENT WAGES**

**ARTICLE 1:** Upon motion of Ken Picard, it was moved the Town vote to amend the Fiscal Year 2016 operating budget as voted under Article 3 of the 2015 Annual Town Meeting and further amended as voted under Article 1 of the November 17, 2015 Special Town Meeting, by transferring the total sum of Fifty-three thousand four hundred sixty-three dollars and forty-five- cents (\$53,463.45) from Free Cash to the line items and in the amounts as specified in the warrant and as set forth on the screen in the auditorium.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

## **FUNDING FOR WAGES FOR WATER/WASTEWATER**

**ARTICLE 2:** Upon motion of Robert Fleming, it was moved the Town vote to amend the votes taken under Articles 4 and 5 of the May 7, 2015 Annual Town Meeting appropriating the Fiscal Year 2016 Water and Wastewater Enterprise Fund budgets, and further amended as voted under Articles 4 and 5 of the November 17, 2015 Special Town Meeting respectively, to make supplemental appropriations for the remainder of Fiscal Year 2016 as follows:



- Transfer from Water Retained Earnings to Water General Labor the sum of Two thousand two hundred fifty-six dollars and seventy-five cents (\$2,256.75); and
- Transfer from Wastewater Retained Earnings to Wastewater General Labor the sum of Two thousand sixty-one dollars and ten cents (\$2,061.10)

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

### **FUNDING FOR TREASURER/COLLECTOR WAGES**

**ARTICLE 3:** Upon motion of Kenneth Glowacki, it was moved the Town vote to revise the salary of the Treasurer Collector from \$55,067.11 to \$55,612.33; and in order to effectuate this revision, to amend the Fiscal Year 2016 operating budget as voted under Article 3 of the 2015 Annual Town Meeting, and further amended as voted under Article 1 of the November 17, 2015 Special Town Meeting, by transferring the sum of Five hundred forty-five dollars and twenty-two cents (\$545.22) from Free Cash to Treasurer Collector Salaries.

Favorable recommendation from Finance Committee

Moderator declared this motion requires a 2/3 majority

**Moderator declared the motion passed unanimously**

### **FUNDING FOR NURSING WAGES**

**ARTICLE 4:** Upon motion of Richard Robinson, it was moved the Town vote to transfer from the Town Nurse Wages account the sum of Nine thousand dollars (\$9,000.00), to the Nursing Wages - Blackstone Inter-Municipal Agreement Account.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

**FUNDING FOR HOT BOX MACHINE**

**ARTICLE 5:** Upon motion of Ken Picard, it was moved the Town vote to transfer from Free Cash the sum of Seven thousand seven hundred seventy-five dollars (\$7,775.00), for the purchase of a so-called hot box paving machine for the Department of Public Works, which amount shall be a match to a state grant received or to be received for such purposes.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

**FUNDING FOR CLEAR GOV**

**ARTICLE 6:** Upon motion of Ken Picard, it was moved the Town vote to transfer from Free Cash the sum of One thousand dollars (\$1,000.00), for the purchase of a subscription to Clear-Gov, an on-line tool for presenting and benchmarking financial information regarding the Town.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

Upon motion of John Robertson, it was moved to dissolve this warrant and adjourn the Special Town Meeting at 7:07 pm.

**Motion passed unanimously.**

## ANNUAL TOWN MEETING / 5 MAY 2016 /WARRANT

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in Elections and in Town affairs, to meet in the Gymnasium at the Nipmuc Regional Middle/High School, 90 Pleasant Street, Upton on Monday, the second-day of May 2016, from Seven o'clock in the morning, until Eight o'clock in the evening, then and there to act on Article 1, and to meet at an adjourned session of the meeting in the Auditorium at said Nipmuc Regional Middle/High School on Thursday, May 5, 2016 punctually at Seven o'clock in the evening, then and there to act on the remaining Articles in the warrant.

**ARTICLE 1:** To choose necessary officers for the ensuing year, all to be voted for upon one ballot as follows: Moderator (1 for 1 year); Board of Selectmen (1 for 3 years); Board of Assessors (1 for 3 years); Board of Assessors (1 for 1 year); Mendon Upton Regional School Committee (1 for 3 years); Board of Health (1 for 3 years); Cemetery Commission (1 for 3 years); Library Trustees (3 for 3 years); Recreation Commission (1 for 3 years); Board of Trust Fund Commissioners (1 for 3 years); Planning Board (1 for 5 years); Housing Authority (1 for 5 years); Constable (5 for 3 years).

Explanation/ Submitted by: Choose officers for the ensuing year/Board of Selectmen.

Recommendation: Not Applicable

**ARTICLE 2:** To hear reports of all Town Officers and Appointed Committees; or, to take any other action relative thereto.

Explanation/Submitted by: Town Reports/Board of Selectmen

Recommendation: Not Applicable

**ARTICLE 3:** To see if the Town will vote to fix the salaries and compensation of all officers of the Town as provided by M.G.L. Chapter 41, Section 108, as amended, and to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer,

such sums as may be necessary to defray expenses of the Town Departments for the ensuing fiscal year; or, to take any other action relative thereto.

Explanation/Submitted by: Annual Town Operating Budget/Board of Selectmen

Recommendation: Favorable Action

**ARTICLE 4:** To see if the Town will vote to raise and appropriate, transfer from available unappropriated funds in the Town Treasury, or transfer a sum of money to operate the Water Enterprise Fund as set forth below for the ensuing fiscal year; or, to take any other action thereto.

That the following sums be appropriated for the Water Enterprise Fund:

Wages & Salaries	\$ 237,194.00
Expenses	340,104.00
Capital Outlay	65,000.00
Debt	402,878.00
Extra/Unforeseen	50,000.00
Budgeted Surplus*	27,356.00

<b>Total</b>	<b>\$ 1,122,532.00</b>
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And that **\$1,122,532.00** be raised for such purposes as follows:

Department receipts	\$ 871,094.00
Retained Earnings	50,000.00
Tax Levy	201,438.40**
Free Cash	-0-

\*(NOTE: the budgeted surplus is intended to be used, subject to appropriation, to pay a portion of the costs of the replacement of the Hartford Avenue North water main in FY 18)

\*\*(NOTE: As raised and appropriated under Article 3)

Explanation/Submitted by: Annual budget for Water Enterprise Fund/Board of Selectmen  
Recommendation: Favorable Action

**ARTICLE 5:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer a sum of money to operate the Wastewater Enterprise Fund as set forth below for the ensuing fiscal year; or, to take any other action thereto.

That the following sums be appropriated for the Wastewater Enterprise Fund:

Wage & Salaries	\$ 214,414.00
Expenses	317,674.00
Capital Outlay	40,000.00
Debt	253,507.00
Extra/Unforeseen	30,000.00
Budgeted Surplus*	3,912.00
<b>Total</b>	<b>\$ 859,507.00</b>

And that **\$859,507.00** be raised for such purposes as follows:

Department receipts	\$ 672,754.00
Retained Earnings	30,000.00
Tax levy	126,753.00**
	30,000.00
Free cash	-0-

\* (NOTE: A rate increase of 2.0% is projected to raise \$3,912.00 more than the budgeted expenditures for FY 17, which amount will be used, subject to appropriation, for future capital improvements to the water system)

\*\* (NOTE: As raised and appropriated under Article 3)

Explanation/Submitted by: Annual budget for Wastewater Enterprise Fund/Board of Selectmen  
Recommendation: Favorable Action

**ARTICLE 6:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Four hundred forty-nine thousand nine hundred eighty-three dollars (\$449,983.00), or any other sum, in conformity with M.G.L. Chapter 32, Section 22(7)(c)(ii) of the General Laws relative to the Pension, Expense, Worker's Compensation, and Military Service Funds of the Worcester Regional Retirement System for the fiscal year beginning July 1, 2016; or, to take any other action relative thereto.

Explanation/ Submitted by: Funding to meet the Town's obligations to the Regional Retirement System/Board of Selectmen  
Recommendation: Favorable Action

**ARTICLE 7:** To see if the Town will vote to establish the following revolving funds in accordance with M.G.L., Chapter 44, § 53E ½; and any balances remaining in such revolving funds as of June 30, 2016, shall carry forward and remain available for expenditure in FY 2017:

- A. Conservation Commission "Wetland By-Law Fund"
  - To pay costs associated with reviewing Wetlands Filings, processing Certificates of Compliance and related operating expenses and essential functions of the Conservation Commission; fees collected from filings made under the Town of Upton Wetlands By-Law shall be credited to the fund; expenditures shall be authorized by the chairperson of the Conservation Commission; limited to Twenty thousand dollars (\$20,000.00) for fiscal year 2017;

- B. Board of Health “Curbside Waste & Recycling Fund” - To pay costs of removing residential bulk items through curbside pick-up and purchase of recycling and/or trash bins; fees collected for removal of bulk items or from purchase of recycling and/or trash bins shall be credited to the fund; expenditures shall be authorized by the chairperson of the Board of Health, limited to Fifteen thousand dollars (\$15,000.00) for fiscal year 2017;
- C. Board of Health “Title V Fund” – to pay costs of plan review, engineering services and related expenses for permitting of septic systems; fees collected from permits and field testing for septic systems shall be credited to the fund; expenditures shall be authorized by the chairperson of the Board of Health, limited to Ten thousand dollars (\$10,000) for fiscal year 2017;
- D. Upton Town Library – To replace items lost or damaged by those who borrow materials and items used in activities for which a fee is paid, and to purchase new materials and equipment; fees and fines paid for lost or damaged materials, for overdue books, for use of the fax, copier and printing facilities, and for purchase of used library material shall be credited to the fund; expenditures shall be authorized by the Library Director, with the approval of the Library Board of Trustees, limited to Six thousand dollars (\$6,000.00) for fiscal year 2017;
- E. Council on Aging Fund - To provide programming for the elderly of Upton as administered through the Senior Center and the Council on Aging; fees and charges for Senior Center and Council on Aging programs shall be credited to the fund; expenditures shall be authorized by the Director of the Upton Council on Aging, with the approval of the Council

on Aging, limited to Ten thousand dollars (\$10,000.00) for fiscal year 2017;

- F. Recreation Commission Revolving Account – To collect fees for and fund all operating expenses of the various Recreation Programs administered by the Recreation Commission; fees and other receipts collected in connection with such Recreation Programs shall be credited to the fund; expenditures shall be authorized by the chairperson of the Recreation Commission limited to One hundred sixty-nine thousand dollars (\$169,000.00) for fiscal year 2017;
- G. Conservation Commission “Storm Water By-Law Fund” - To pay costs associated with reviewing Storm Water Bylaw applications and related operating expenses and essential functions of the Conservation Commission; fees collected from filings made under the Town of Upton Storm Water Management By-Law shall be credited to the fund; expenditures shall be authorized by the chairperson of the Conservation Commission limited to seven thousand dollars (\$7,000.00) for fiscal year 2017; provided further that any funds remaining in the revolving fund at the end of fiscal year 2016 shall be retained by said fund;
- H. Upton Land Stewardship Committee “Community Garden Fund”- To pay costs associated with maintenance, upgrades, further expansion and related operating expenses for the Upton Community Garden; fees and other receipts collected for use of such Garden, including fees from participating gardeners shall be credited to the fund; expenditures shall be authorized by the chairperson of the Land Stewardship Committee limited to two thousand dollars (\$2,000.00) for fiscal year 2017;



- I. Land Stewardship Committee “Land Stewardship Fund” – To pay costs associated with management of conservation areas and open space parcels owned by the Town, to include, preparation of forestry and land stewardship plans, habitat management, trail development and maintenance, installation and maintenance of parking areas, bridges, boardwalks, fences, kiosks, and signage, and snow removal from parking areas; fees and other receipts received in connection with the sale and harvest of timber and other agricultural or forestry products derived from properties managed by the Land Stewardship Committee shall be credited to the fund; expenditures shall be authorized by the chairperson of the Land Stewardship Committee and be limited to Five thousand dollars (\$5,000.00) for fiscal year 2017;

Or, take any other action relative thereto.

Explanation/ Submitted by: Approve Revolving Funds for various activities/Board of Selectmen.

Recommendation: Favorable Action

**ARTICLE 8:** To see if the Town will vote to accept Massachusetts G.L. Chapter 60, § 15B that allows the Town of Upton to establish a tax title collection revolving fund for the Treasurer/Collector, and to establish a spending limit of \$15,000 for FY 2017, provided, however, that the Board of Selectmen, with the approval of the Finance Committee, may increase such limit at the request of the Treasurer/Collector, or take any other action relative thereto.

Explanation/ Submitted by: To set up a revolving fund with a limit of \$15,000 into which monies received related to tax takings, redemptions and foreclosures of tax titles may be utilized to pay for out of pocket expenses by the Treasurer/Collector/Treasurer/Collector.

Recommendation: Favorable Action

**ARTICLE 9:** To see if the Town will vote to accept and expend such sum or sums of money allotted or to be allotted to the Town from the Commonwealth of Massachusetts under the provisions of M.G.L. Chapter 90 or under any other state roadway reimbursement programs for fiscal year 2017, and to authorize the Board of Selectmen to enter into a contract or contracts with the Massachusetts Department of Transportation Highway Division for such purposes; and further, to authorize the Treasurer with the approval of the Board of Selectmen, to borrow in anticipation of 100% reimbursement of said amounts; or, to take any other action relative thereto.

Explanation/ Submitted by: Annual road repair appropriation from the State/Board of Selectmen.

Recommendation: Favorable Action

**ARTICLE 10:** To see if the Town will vote to amend the provisions of the Town of Upton Bylaws, by inserting in Title 3, a new Chapter 8 for the purpose of establishing a process to address tree management on Town property; or, to take any other action relative thereto.

The complete text of the proposed by-law is available for review at the Office of the Town Clerk.

Explanation/ Submitted by: To establish a general bylaw to regulate the maintenance of trees on public property, including in public ways/Board of Selectmen.

Recommendation: To Be Determined

**ARTICLE 11:** To see if the Town will vote to amend the provisions of the Town of Upton Bylaws, by inserting in Title 3, a new Chapter 7, for the purpose of allowing the Town to address hazardous conditions when water is discharged into a public way; or, to take any other action relative thereto.

The complete text of the proposed by-law is available for review at the Office of the Town Clerk.

Explanation/ Submitted by: To adopt a general bylaw that allows the Town to address discharge of water into a public way when it creates a hazardous condition to the travelling public/Board of Selectmen.

Recommendation: Not Applicable

**ARTICLE 12:** To see if the Town will vote to become a member in the Central Massachusetts Mosquito Control Project (“CMMCP”), for a minimum three year period, pursuant to Massachusetts General Laws Chapter 252, Section 5A and any other applicable sections of law, and as funding therefor to raise and appropriate, transfer from available unappropriated funds in the Town Treasury, or transfer or borrow the sum of fifty two thousand dollars (\$52,000) or any other sum; or, to take any action relative thereto.

Explanation/Submitted by: To join the CMMCP, a state project currently consisting of approximately 40 municipalities from Worcester and Middlesex Counties and appropriate funds to obtain mosquito control measures in Upton. Further information about the CMMCP may be viewed on its website: <http://www.cmmcp.org> /Board of Health.

Recommendation: Favorable Action by Majority

**ARTICLE 13:** To see if the Town will vote to amend the vote taken under Article 3 of the May 7, 2015 Annual Town Meeting appropriating the fiscal year 2016 budget, as amended under Article 1 of the March 3, 2016 Special Town Meeting, to make a supplemental appropriation for Town Counsel Expense for the remainder of fiscal year 2016, and as funding therefor, to appropriate from available unappropriated funds in the Town Treasury, or transfer from Overlay Surplus or otherwise the total sum of Twenty thousand dollars (\$20,000.00) or any other sum; or, to take any other action relative thereto.

Explanation/Submitted by: To appropriate an additional \$20,000 for Town Counsel Expense for the remainder of FY 2016 budget year /Board of Selectmen.

Recommendation: Favorable Action

**ARTICLE 14:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Three hundred ninety-nine dollars and fifty-eight cents (\$399.58), or any other sum, for outstanding fiscal year 2015 employment benefits; or take any other action relative thereto.

Explanation/ Submitted by: To appropriate monies to pay a fiscal year 2015 obligation due an employee. Where this is not a “bill” of a prior fiscal year, this article requires approval by majority vote/Board of Selectmen.

Recommendation: Favorable Action

**ARTICLE 15:** To see if the Town will vote to act on the report of the Community Preservation Committee on the fiscal year 2017 community preservation budget, and to appropriate the sum of Fifteen thousand dollars (\$15,000.00) from the Community Preservation Fund fiscal year 2017 estimated annual revenues to the Community Preservation Committee Administrative Expense Account for all necessary and proper administrative expenses of the Committee for fiscal year 2017; or, to take any other action relative thereto.

Explanation/ Submitted by: To appropriate from CPA FY 2017 estimated revenues for the Community Preservation Committee FY 2017 Administrative Expense Account/Community Preservation Committee.

Recommendation: Favorable Action

**ARTICLE 16:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Twenty-five thousand dollars (\$25,000.00), or any

other sum, for the purchase of replacement portable and mobile radios and any related equipment required to utilize this equipment for police department operations; or, to take any other action relative thereto.

Explanation/ Submitted by: To purchase 18 replacement portable radios and 7 mobile radios for the police department. The existing radios have been in service over twenty years and are frequently in need of repair/Board of Selectmen.

Recommendation: Favorable Action

**ARTICLE 17:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Twenty-seven thousand dollars (\$27,000.00), or any other sum, for the purchase of replacement defibrillators and any related equipment required to utilize this equipment for Police and Fire Department operations; or, to take any other action relative thereto.

Explanation/ Submitted by: To purchase 13 replacement defibrillators and 1 training unit for the Police and Fire Departments. The existing units are no longer supported by our vendor/Board of Selectmen.

Recommendation: Favorable Action

**ARTICLE 18:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Twenty-one thousand one hundred fifty dollars (\$21,150.00), or any other sum, for the purchase of turnout gear for the Fire Department; or, to take any other action relative thereto.

Explanation/ Submitted by: To purchase eight sets of turnout gear worn by firefighters to replace sets that are no longer serviceable/Board of Selectmen.

Recommendation: Favorable Action

**ARTICLE 19:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the

Town Treasury, or transfer, or borrow the sum of Eighteen thousand dollars (\$18,000.00), or any other sum, for the purchase and installation of replacement flooring and carpeting for the second floor of the Fire Station located at 20 Church Street, including all incidental and related expenses; or, to take any other action relative thereto.

Explanation/ Submitted by: To purchase and install flooring and carpeting on the 2<sup>nd</sup> floor of the Fire Station to replace the tile and carpeting that has outlived its useful life/Board of Selectmen.

Recommendation: Favorable Action

**ARTICLE 20:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Fifty thousand dollars (\$50,000.00), or any other sum, for the Town of Upton's share of the costs to complete engineering and design services required for repairs to the Fisk Mill Bridge, jointly owned by the Towns of Milford and Upton, including all incidental and related expenses; or, to take any other action relative thereto.

Explanation/ Submitted by: To pay one half the cost of completing the engineering needed to make repairs to the Fisk Mill Bridge. The bridge is jointly owned by the Towns of Milford and Upton/Board of Selectmen.

Recommendation: Favorable Action

**ARTICLE 21:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer or borrow the sum of Six thousand dollars (\$6,000.00), or any other sum, to supplement that appropriated under Article 5 of the November 17, 2015 Special Town Meeting to purchase and equip a vehicle for use by the Animal Control Officer, or, to take any other action relative thereto.

Explanation/Submitted by: To supplement the funding approved at the Special Town Meeting in November to enable the Board of Health to

purchase and equip a vehicle for the Animal Control Officer in compliance with the Green Community Program. Efforts to purchase a compliant vehicle within the \$20,000 previously approved has been unsuccessful/Board of Health.

Recommendation: To Be Determined

**ARTICLE 22:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of One thousand dollars (\$1,000.00), or any other sum, for the purchase and installation of a gate at the entrance of Heritage Park on Elm Street, including all incidental and related expenses; or, to take any other action relative thereto.

Explanation/ Submitted by: To purchase and install a gate at the entrance of Heritage Park to enable the Town to close the park to vehicle access during the overnight hours/Historical Commission.

Recommendation: Unfavorable Action

**ARTICLE 23:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of One hundred thousand dollars (\$100,000.00), or any other sum, to the Other Post-Employment Benefits Liability Trust Fund established under Article 42 of the 2011 Annual Town Meeting, to meet the Town's obligations under the Government Accounting Standards Board (GASB) Statement 45 to fund the Town's future obligations for the cost of other post-employment benefits identified by the GASB 45 Report; or, to take any other action relative thereto.

Explanation/ Submitted by: To add monies to the trust fund created to meet the Town's future OPEB obligations/Board of Selectmen.

Recommendation: Favorable Action

**ARTICLE 24:** To see if the Town will vote to set Fifteen thousand dollars (\$15,000.00) as the maximum spending limit for fiscal year 2017 expenditures for the “Senior Work Off” Program, which program allows senior citizens to work for the Town in exchange for credit on annual property tax assessments; or, to take any other action relative thereto.

Explanation/Submitted by: To set a limit of expenditure for this program at \$15,000.00/Board of Assessors.

Recommendation: Favorable Action

**ARTICLE 25:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow, the sum of Three hundred fifty thousand dollars (\$350,000.00), or, any other sum, to be used for the construction and/or improvement of Town Roads to supplement those provided for under the Commonwealth of Massachusetts M.G.L. Chapter 90 Program; or, to take any other action relative thereto.

Explanation/Submitted by: To provide for supplemental funding to address road repairs as called for in the Town’s pavement management plan/Board of Selectmen.

Recommendation: Favorable Action

**ARTICLE 26:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow, the sum of Twenty-five thousand dollars (\$25,000.00), or any other sum, to the Finance Committee Reserve Account, said amount to be expended in accordance with M.G.L. Chapter 40, §6; or, to take any other action relative thereto.

Explanation/Submitted by: To provide for the Finance Committee Reserve Fund Account/Finance Committee

Recommendation: Favorable Action



**ARTICLE 27:** To see if the Town will vote to spend any amount needed not to exceed \$8,000.00 from available cash or any other available sources to hire a qualified, independent outside consultant to complete a work study of the positions of Assessor of Taxes, Treasure/Collector, Assistant to the Treasure and Assistant to the Assistant Treasure specifically to determine the elements of work being performed, the skill sets employed, the amount of productive time needed and the quality of the result accomplished. Then, to prepare comprehensive job descriptions to fit the actual, determine a competitive market value of each position and finally make simultaneous recommendation to Board of Selectmen, Town Manager, Assessors and Office of Treasure/Collector with no preliminary findings revealed or discussed. Last that the Town implement these recommendations for only Assessor and Treasure/Collector at the end of the next budget cycle and beginning of the next fiscal year.

Explanation/Submitted by: By Petition (NOTE: the article set forth above appears exactly as set forth in petition)

Recommendation: Unfavorable Action

**ARTICLE 28:** To direct the Selectmen to have an under-ride ballot question put before the voters as follows:

Shall the Town of Upton be required to reduce the amount of real estate and personal property taxes to be assessed for the fiscal year beginning July 1, 2016 by an amount equal to \$1.4 million?

Explanation/Submitted by: By Petition (NOTE: the article set forth above appears exactly as set forth in petition)

Recommendation: Unfavorable Action

And you are directed to serve this Warrant, by posting up attested copies thereof at the U.S. Post Office, Town Library and Town Hall, in said Town seven days (7) at least before the time of holding said Meeting.

**HEREOF FAIL NOT**, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid.

Given under our hands this nineteenth day of April in the year of our lord two thousand sixteen.

**UPTON BOARD OF SELECTMEN**

A true copy, Attest:

**Kenneth E. Picard, Chairman**

**James A. Brochu, Member**

**Robert J. Fleming, Member**

## PROCEEDINGS OF ANNUAL TOWN ELECTION

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May 2, 2016

At 6:55 am, M. Denise Smith, Warden, declared the polls open at 7:00 am.

Throughout the day, election clerks on duty at the check-in table for precinct one were Agnita Knott, Joan Varney, Ida Jette and Robyn Sharp. Elections clerks on duty at the check-in table for precinct two were Karen Varney, Joan Burrell, Donna Desjardins and Kathy Ramsey. Carol Owczarzak, Kathy Langin, Patricia Phyllis and Betty Consigli were on duty at the checkout table for precinct one throughout the day. Also, Also, Nancy Page, Lynne Gruber Harriet Fougere, and Mary Bradford were on duty at the checkout table for precinct two throughout the day.

At 8:01 pm the results of the election were printed from each of the two Accu-Vote tabulation machines. There were 1,114 votes (572 for precinct one and 542 for precinct two).

The following are the results of the election:

\*\*\*Indicates Incumbent

### **Moderator (1 yr)**

**David C. Loeper, 18 Nelson St, Upton	895
Blanks	215
Write In - Other	4

### **Selectmen (3 yrs)**

**Kenneth E. Picard, 47 Southboro Rd, Upton	352
Gary T. Daugherty, Jr, 4 Reservoir Ln Upton	758
Blanks	4

### **Assessors of Taxes (3 yrs)**

William W. Taylor, 211 North St, Upton	796
Blanks	314
Write In - Other	4

**Assessor of Taxes (1 yr)**

James R. Earl, 110 High St, Upton	823
Blanks	291
Write In - Other	0

**Mendon Upton Regional School Committee (1 yr)**

Dorothy Scally, 39 Plain St, Upton	763
Blanks	349
Write In – Other	2

**Cemetery Commission (3 yrs)**

***Glenn Fowler, 55 Mendon St, Upton	789
Blanks	315
Write In – Other	10

**Board of Health (3 yrs)**

**Richard Robinson, 170 North St, Upton	734
Blanks	364
Write In - Other	16

**Recreation Commission (3 yrs)**

Write In	47
Blanks	1067

**Trustees of the Public Library (3 for 3 yrs)**

**Judith Katz, 126 Glen Ave, Upton	717
**Kathleen E. Kelley, 17 Farm St, Upton	749
Camille M. Hamlet, 11 Florence Cir, Upton	752
Blanks	1122
Write In - Other	2

**Planning Board (5 yrs)**

***Raymond P. Smith, 9 Railroad Ave, Upton	774
Blanks	338
Write In – Other	2

**Upton Housing Authority (5 yrs)**

***Mildred F. Galeone, 92 Ridge Rd, Upton	581
Pamela L. Goodwin, 4 Hartford Ave N, D11, Upton	369
Blanks	163
Write In – Other	1

**Constable (3 yrs)**

James R. Bates, Jr, 14 Williams St, Upton	728
Steven P. Driver, 67 Glenview St, Upton	653
Sandra J. Hakala, 36 Church St, Upton	652
Michael G. Moran, 102 High St, Upton	698
Write In – Steve McCaw	25
Write In – Others	61
Blanks	2753

**Board of Commissioner of Trust Funds (3yrs)**

Write In – Mike Oliver	6
Write In – Others	36
Blanks	1072

The total number of ballots voted was 1,114 out of 5,361, (4,997 active, 364 inactive) (21% turnout). This included 53 absentee ballots. Town Clerk Kelly McElreath read the official results of the election at 8:30 pm. The used and unused ballots were sealed in separate containers and returned to the Town Hall at 8:45 pm.

Attest:

Kelly A. McElreath, Town Clerk

## PROCEEDINGS OF ANNUAL TOWN MEETING

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May 5, 2016

Called to order at 7:00 pm by Moderator David Loeper.

During this meeting, approximately 250 voters were checked in to the Nipmuc Regional Middle/High School by Tracey Tardy and M. Denise Smith, meeting the necessary quorum of 40 voters.

James Brochu, Chairman of the Board of Selectmen, addressed the voters. The Pledge of Allegiance was recited and a moment of silence was offered for the residents who have passed away over the past year and for the soldiers fighting overseas.

By unanimous vote, guests present were: David Muradian, State Representative; Lauren Goldberg, Town Counsel, Michelle Sanford, Town Crier; Corinn Cook, Milford Daily News; Janice Nowicki, COA Director; Vincent Roy, DPW Director; Matthew Bachtold, Library Director; Kenny Costa, Town Accountant; Patricia Parent, Town Nurse; Joseph Maruszczak, Superintendent, Jay Byer, Business Manager of MURSD; Anthony Steele, BVT; Tim Deschamps, Central Mass Mosquito Control; Paul Marchand, Nathan Vance, Kevin Perry, Elijah Bravo, Hunter Carey, Kevin Scott, Corey McGreal, and Trevor Byrne.

**Consent Calendar:** Upon motion of Jim Brochu, it was moved the Town vote by unanimous consent the following Articles that have not been requested “hold”; those (consent calendar) Articles being: 6, 7, 9, 24 and 26

**The Moderator declared the motion carried unanimously**

### **Approval of Annual Town Report**

**ARTICLE 2:** Upon motion of Jim Brochu, it was moved the Town vote to accept reports of all Town Officers and Appointed Committees, as printed in the 2015 Town Report, with the exception of the Finance Committee Report which will be addressed in Article three (3) of this Warrant.

It was noted the Graduation Ceremony from the Mendon Upton Regional School District was not included in the report. A copy of the 2015 Graduation Ceremony will be included in the 2016 Annual Report for history purposes.

**The Moderator declared the motion carried unanimously**

**FY2017 Budget**

**ARTICLE 3:** Upon motion of Jim Brochu, it was moved the Town vote to fix the salaries and compensation of all officers of the Town as provided by Chapter 41, Section 108, M.G.L. as amended, and to raise and appropriate \$20,702,889.00 as necessary to defray expenses of the Town Departments for the ensuing year, as set forth in the document entitled “Finance Committee Report, Town of Upton, Massachusetts, Fiscal Year 2017 Budget Recommendation” for all those items not requested “hold”, and as amended, if applicable, by vote of Town Meeting for those items requested “hold”.

Favorable recommendation from Finance Committee

Following lines items were held: 18, 25, 37, 45, 72, 93, 217, 221, 242, 243, 283, 295, 316, 336, 340, and 348.

**The Moderator declared the motion carried unanimously EXCEPT for held line items**

Upon motion of Glenn Fowler, it was moved to lower the amount of line item 18 from \$500 to \$0

**The Moderator declared the motion lost**

Upon motion of Paul Flaherty, it was moved to raise and appropriate the sum of \$500 for line item 18.

**The Moderator declared the motion carried unanimously**

Upon motion of Jim Brochu, it was moved to raise and appropriate the following held lines items to the amounts specified in the Finance Committee Report, 2016: 25, 37, 45, 72, 221, 242, 284, and 316.

**The Moderator declared the motion carried unanimously**

Upon motion of Paul Flaherty, it was moved to raise and appropriate the sum of \$144,383 for line item 93.

Increase to employees' salaries due to 2 staff members in 2016 from 3 staff members in 2015

**The Moderator declared the motion carried unanimously**

Upon motion of Glenn Fowler, it was moved to decrease line item 217 from \$2,250 to \$0.

**The Moderator declared the motion lost**

Upon motion of Paul Flaherty, it was moved to raise and appropriate the sum of \$2,250 for line item 217.

**The Moderator declared the motion carried by majority**

Upon motion of Paul Flaherty, it was moved to raise and appropriate the sum of \$1,750 for line item 348.

**The Moderator declared the motion carried by majority**

Upon motion of Paul Flaherty, it was moved to raise and appropriate the sum of \$56,725 for line item 340

**The Moderator declared the motion carried by majority**

Upon motion of Donald Taylor, it was moved to raise and appropriate the sum of \$8,748,823 for line item 244



Upon motion of Bill Andrews, it was moved to question  
Moderator declared this motion required a 2/3 majority

**Moderator declared the motion to move to question carried by 2/3 majority**

**The Moderator declared the motion lost**

Upon motion of Paul Flaherty, it was moved to raise and appropriate the sum of \$10,247,042 for line item 244

**The Moderator declared the motion carried by majority**

Upon motion of Paul Flaherty, it was moved to raise and appropriate the sum of \$1,478,168 for line item 295

Discussion regarding what comprises Police OT

**The Moderator declared the motion carried unanimously**

Upon motion of Paul Flaherty, it was moved to raise and appropriate the sum of \$50,000 for line item 336

Discussion regarding the decrease from 2015

**The Moderator declared the motion carried unanimously**

## **COMPLETE FY 2016-2017 BUDGET AT THE END OF THE PROCEEDINGS**

### **Water Enterprise Budget**

**ARTICLE 4:** Upon motion of Jim Brochu. it was moved that the Town vote to appropriate the sum of One million one hundred twenty-two thousand five hundred thirty-two dollars (\$1,122,532.00) to operate the Water Enterprise Fund as set forth below for the ensuing fiscal year:

That the following sums be appropriated for the Water Enterprise Fund:

Wages & Salaries	\$ 237,194.00
Expenses	340,104.00
Capital Outlay	65,000.00
Debt	402,878.00
Extra/Unforeseen	50,000.00
Budgeted Surplus*	27,356.00
<b>Total</b>	<b>\$ 1,122,532.00</b>

And that **\$1,122,532.00** be raised for such purposes as follows:

Department receipts	\$ 871,094.00
Retained Earnings	50,000.00
Tax Levy	201,438.40**
Free Cash	-0-

\*(NOTE: the budgeted surplus is intended to be used, subject to appropriation, to pay a portion of the costs of the replacement of the Hartford Avenue North water main in FY 18)

\*\* (NOTE: As raised and appropriated under Article 3)

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

### **Wastewater Enterprise Budget**

**ARTICLE 5:** Upon motion of Robert Fleming, it was moved the Town vote to appropriate the sum of Eight hundred fifty-nine thousand five hundred seven dollars money to operate the Wastewater Enterprise Fund as follows for the ensuing fiscal year:

That the following sums be appropriated for the Wastewater Enterprise Fund:

Wage & Salaries	\$ 214,414.00
Expenses	317,674.00
Capital Outlay	40,000.00

Debt	253,507.00
Extra/Unforeseen	30,000.00
Budgeted Surplus*	3,912.00
<b>Total</b>	<b>\$ 859,507.00</b>

And that **\$859,507.00** be raised for such purposes as follows:

Department receipts	\$ 672,754.00
Retained Earnings	30,000.00
Tax levy	126,753.00**
	30,000.00
Free cash	-0-

\* (NOTE: A rate increase of 2.0% is projected to raise \$3,912.00 more than the budgeted expenditures for FY 17, which amount will be used, subject to appropriation, for future capital improvements to the water system)

\*\* (NOTE: As raised and appropriated under Article 3)

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

### **Pension Funding**

**ARTICLE 6: Unanimous Consent** the Town vote to appropriate the sum of Four hundred forty-nine thousand, nine hundred eighty-three dollars (\$449,983.00), in conformity with M.G.L. Chapter 32, Section 22(7)(c)(ii) of the General Laws relative to the Pension, Expense, Worker's Compensation, and Military Service Funds of the Worcester Regional Retirement System for the fiscal year 2017, and for such purposes to raise or transfer the following amounts:

Tax levy - \$409,206

Water Enterprise Fund - \$20,389

Wastewater Enterprise Fund - \$20,388

### **Revolving Funds Approval**

**ARTICLE 7: Unanimous Consent** the Town vote to establish the following revolving funds for FY2017 subject to certain limitations and conditions, all as printed in the warrant under Article 7, and to carry forward any balances in such funds as of June 30, 2016: Wetland By-law Fund, Curbside Waste & Recycling Fund, Title V Fund, Upton Town Library Fund, Council on Aging Fund, Recreation Commission Revolving Account, Conservation Commission Storm Water By-Law Fund, Land Stewardship Committee Community Garden Fund and Land Stewardship Land Stewardship Fund.

### **Tax Title Collection Revolving Fund Approval**

**ARTICLE 8:** Upon motion of Ken Glowacki, it was moved the Town vote to accept Massachusetts G.L. Chapter 60, § 15B that allows the Town of Upton to establish a tax title collection revolving fund for the Treasurer/Collector, and to establish a spending limit of \$15,000 for FY 2017, provided, however, that the Board of Selectmen, with the approval of the Finance Committee, may increase such limit at the request of the Treasurer/Collector.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

### **Chapter 90 Approval**

**ARTICLE 9: Unanimous Consent** the Town vote to accept and expend such sum or sums of money allotted or to be allotted to the Town from the Commonwealth of Massachusetts under the provisions of M.G.L. c.90 or under any other state roadway reimbursement programs for fiscal year 2017, and to authorize the Board of Selectmen to enter into a contract or contracts with the Massachusetts Department of Transportation Highway Division for such purposes; and further, to authorize the

Treasurer with the approval of the Board of Selectmen, to borrow in anticipation of 100% reimbursement of said amounts.

### **Tree Management Bylaw**

**ARTICLE 10:** Upon motion of Jim Brochu, it was moved the Town vote to amend the provisions of the Town of Upton Bylaws, by inserting in Title 3, a new Chapter 8 for the purpose of establishing a process to address tree management on Town property as set forth in the handout entitled “Town of Upton, Text of Various Warrant Articles, Article 10”.

**Moderator declared the motion passed by majority**

### **Water on Public Way Bylaw**

**ARTICLE 11:** Upon motion of Gary Daugherty, it was moved the Town vote to amend the provisions of the Town of Upton Bylaws, by inserting in Title 3, a new Chapter 7 for the purpose of allowing the Town to address hazardous conditions when water is discharged into a public way as set forth in the handout entitled “Town of Upton, Text of Various Warrant Articles, Article 11”.

**Moderator declared the motion passed unanimously**

### **Mosquito Control Membership**

**ARTICLE 12:** Upon motion of Richard Robinson, it was moved the Town vote to become a member in the Central Massachusetts Mosquito Control Project (“CMMCP”), for a minimum three year period, pursuant to Massachusetts General Laws Chapter 252, Section 5A and any other applicable sections of law, and as funding therefor to raise and appropriate the sum of fifty two thousand dollars (\$52,000.00).

Favorable recommendation from Finance Committee

**Moderator declared the motion lost**

### **Town Counsel FY2016 Funding**

**ARTICLE 13:** Upon motion of Robert Fleming, it was moved the Town vote to amend the vote taken under Article 3 of the May 7, 2015 Annual Town Meeting appropriating the fiscal year 2016 budget, as amended under Article 1 of the March 3, 2016 Special Town Meeting, to make a supplemental appropriation for Town Counsel Expense for the remainder of fiscal year 2016, and as funding therefor, to appropriate from Free Cash the total sum of Twenty thousand dollars (\$20,000.00).

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

### **Outstanding Debt paid**

**ARTICLE 14:** Upon motion of Gary Daugherty, it was moved the Town vote to transfer from Free Cash the sum of Three hundred ninety-nine dollars and fifty-eight cents (\$399.58), for outstanding fiscal year 2015 employment benefits.

Moderator declared this motion required a 2/3 majority

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

### **CPC Administration Expense**

**ARTICLE 15:** Upon motion of Russell Wood, it was moved the Town vote to act on the report of the Community Preservation Committee on the fiscal year 2017 community preservation budget, and to appropriate the sum of Fifteen thousand dollars (\$15,000.00) from the Community Preservation Fund fiscal year 2017 estimated annual revenues to the Community Preservation Committee Administrative Expense Account for all necessary and

proper administrative expenses of the Committee for fiscal year 2017.

Favorable recommendation from Finance Committee

Favorable recommendation from Community Preservation Committee

**Moderator declared the motion passed unanimously**

### **Police Radio Purchase**

**ARTICLE 16:** Upon motion of Michael Bradley, it was moved the Town vote to raise and appropriate the sum of Twenty-five thousand dollars (\$25,000.00), for the purchase of replacement portable and mobile radios and any related equipment required to utilize this equipment for police department operations.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

### **Defibrillators Replacement Purchase**

**ARTICLE 17:** Upon motion of Aaron Goodale, it was moved the Town vote to raise and appropriate the sum of Twenty-seven thousand dollars (\$27,000.00), or any other sum, for the purchase of replacement defibrillators and any related equipment required to utilize this equipment for Police and Fire Department operations.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

### **Turnout Gear Purchase**

**ARTICLE 18:** Upon motion of Aaron Goodale, it was moved the Town vote to raise and appropriate the sum of Twenty-one thousand one hundred fifty dollars (\$21,150.00), for the purchase of turnout gear for the Fire Department.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

### **Fire Station Repairs**

**ARTICLE 19:** Upon motion of Aaron Goodale, it was moved the Town vote to transfer from Article 3 of the November 17, 2015 Special Town Meeting the sum of Eighteen thousand dollars (\$18,000.00), for the purchase and installation of replacement flooring and carpeting for the second floor of the Fire Station located at 20 Church Street, including all incidental and related expenses.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

### **Fiske Mill Dam Engineering Funding**

**ARTICLE 20:** Upon motion of Robert Fleming, it was moved the Town vote to raise and appropriate the sum of Fifty thousand dollars (\$50,000.00), for the Town of Upton's share of the costs to complete engineering and design services required for repairs to the Fisk Mill Bridge, jointly owned by the Towns of Milford and Upton, including all incidental and related expenses.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

### **Funding for Animal Control Vehicle**

**ARTICLE 21:** Upon motion of Richard Robinson, it was moved to pass over this article.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

### **Purchase of Gate for Heritage Park**

**ARTICLE 22:** Upon motion of Donna Desjardins, it was moved the Town vote to raise and appropriate the sum of One thousand dollars (\$1,000.00), for the purchase and



installation of a gate at the entrance of Heritage Park on Elm Street, including all incidental and related expenses.

Unfavorable recommendation from Finance Committee

Upon motion of Robert Fleming, it was moved to pass over this article

**Moderator declared the motion passed unanimously**

### **OPEB Funding**

**ARTICLE 23:** Upon motion of Robert Fleming, it was moved the Town vote to raise and appropriate sum of One hundred thousand dollars (\$100,000.00), to the Other Post-Employment Benefits Liability Trust Fund established under Article 42 of the 2011 Annual Town Meeting, to meet the Town's obligations under the Government Accounting Standards Board (GASB) Statement 45 to fund the Town's future obligations for the cost of other post-employment benefits identified by the GASB 45 Report.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

### **Senior Work off Program**

**ARTICLE 24: Unanimous Consent** the Town vote to set Fifteen thousand dollars (\$15,000.00) as the maximum spending limit for fiscal year 2017 expenditures for the "Senior Work Off" Program, which program allows senior citizens to work for the Town in exchange for credit on annual property tax assessments.

### **Funding for Road Repairs**

**ARTICLE 25:** Upon motion of Gary Daugherty, it was moved the Town vote to raise and appropriate the sum of Three hundred fifty thousand dollars (\$350,000.00), to be used for the construction and/or improvement of Town

Roads to supplement those provided for under the Commonwealth of Massachusetts M.G.L. Chapter 90 Program.

Favorable recommendation from Finance Committee

Favorable recommendation from Capital Budget Committee

**Moderator declared the motion passed unanimously**

### **FinCom Reserve Funding**

**ARTICLE 26: Unanimous Consent** the Town vote to raise and appropriate the sum of Twenty-five thousand dollars (\$25,000.00), to the Finance Committee Reserve Account, said amount to be expended in accordance with M.G.L. Chapter 40, §6.

### **Funding for Job Descriptions**

**ARTICLE 27:** Upon motion of Glenn Fowler, it was moved the Town vote to transfer from Free Cash the sum of \$8,000.00 to fund a contract with a qualified, independent outside consultant to complete a work study of the positions of Assessor of Taxes, Treasurer/Collector, Assistant to the Treasurer and Assistant to the Assistant Treasurer specifically to determine the elements of work being performed, the skill sets employed, the amount of productive time needed and the quality of the result accomplished and to prepare comprehensive job descriptions to fit the actual, determine a competitive market value of each position and make recommendations to the Board of Selectmen, Town Manager, Assessors and Office of Treasurer/Collector. Motion by petitioner.

Unfavorable recommendation from Finance Committee

Upon motion of Bill Andrews, it was moved to question

Moderator declared this motion required a 2/3 majority

**Moderator declared the motion to move to question carried by 2/3 majority**

**The Moderator declared the motion lost**

**Underride Proposal**

**ARTICLE 28:** Upon motion of Donald Taylor, it was moved to pass over this article

**The Moderator declared the motion carried by majority**

Upon motion of John Robertson, it was moved to dissolve this warrant and adjourn the Special Town Meeting at 9:35 pm.

**Motion passed unanimously.**

A True Copy.

Attest:

Kelly A. McElreath

Town Clerk

**FY2017  
Approved.....**

1	<b>ACCOUNTANT:</b>	
2	Wages	39,497
3	Salaries	-
4	Other Expense Detail	
5	Miscellaneous	2,000
6	Municipal Accounting Program	3,400
7	<b>ACCOUNTANT TOTAL:</b>	44,897
8	<b>ANIMAL CONTROL:</b>	
9	Wages	19,836
10	Salaries	-
11	Other Expense Detail	
12	Kennel Rental	1,000
13	Miscellaneous	1,000
14	Rabies Vaccine	1,500
15	Vehicle Expense	1,200
16	<b>ANIMAL CONTROL TOTAL:</b>	24,536
17	<b>BLACKSTONE VALLEY REGIONAL SCHOOL:</b>	
18	Salaries	500
19	<i>Other Expense Detail</i>	
20	Expansion Debt Service	17,771
21	Town Funded Op Exp	1,183,457
22	<b>BLACKSTONE VALLEY REGIONAL SCHOOL TOTAL:</b>	1,201,728
23	<b>BOARD OF ASSESSORS:</b>	
24	Wages	48,495
25	Salaries	1,750
26	Other Expense Detail	
27	Interim / In Home Valuation	-

28	GIS Mapping	4,000
29	Mapping - Under Contract	3,850
30	Miscellaneous	4,000
31	Software-Hardware	5,430
32	Software	-
33	Training and Certification	1,800
34	<b>BOARD OF ASSESSORS TOTAL:</b>	<b>69,325</b>
35	<b>BOARD OF HEALTH:</b>	
36	Wages	54,919
37	Salaries	1,750
38	Other Expense Detail	
39	Demolition/buildings	10
40	Miscellaneous	4,000
41	Food Inspector	2,521
42	<b>BOARD OF HEALTH TOTAL:</b>	<b>63,200</b>
43	<b>BOARD OF SELECTMEN:</b>	
44	Wages	240,731
45	Salaries	1,750
46	Other Expense Detail	
47	Town Manager Expenses	7,300
48	Annual Audit	17,000
49	General Computer Account	55,880
50	General Expenses	2,500
51	Insurance	950,433
52	Medical Testing	3,500
53	Printing	7,000
54	Telephone	15,840
55	<b>BOARD OF SELECTMEN TOTAL:</b>	<b>1,301,934</b>
56	<b>BONDING TOWN OFFICERS:</b>	
57	Other Expense Detail	
58	Miscellaneous	1,200
59	<b>BONDING TOWN OFFICERS TOTAL:</b>	<b>1,200</b>
60	<b>CABLE ADVISORY</b>	
61	Wages	52
62	Salaries	-

63	Other Expense Detail	
64	Miscellaneous	
65	<b>CABLE ADVISORY TOTAL:</b>	52
66	<b>CAPITAL BUDGET COMMITTEE:</b>	
67	Other Expense Detail	
68	Miscellaneous	500
69	<b>CAPITAL BUDGET COMMITTEE TOTAL:</b>	500
70	<b>CEMETERY COMMISSION:</b>	
71	Wages	-
72	Salaries	1,750
73	Other Expense Detail	
74	Miscellaneous	-
75	<b>CEMETERY COMMISSION TOTAL:</b>	1,750
76	<b>CODE ENFORCEMENT:</b>	
77	Wages	150,004
78	Salaries	-
79	Other Expense Detail	
80	Continuing Education	1,500
81	Mileage	7,000
82	Miscellaneous	13,500
83	Office Expense	1,500
84	<b>CODE ENFORCEMENT TOTAL:</b>	173,504
85	<b>CONSERVATION COMMISSION:</b>	
86	Wages	19,912
87	Salaries	-
88	Other Expense Detail	
89	Beaver Management	8,000
90	Miscellaneous	7,500
91	<b>CONSERVATION COMMISSION TOTAL:</b>	35,412
92	<b>COUNCIL ON AGING:</b>	
93	Wages	144,383
94	Salaries	-
95	Other Expense Detail	

96	Electricity	6,000
97	Equip Maintenance	1,375
98	Gas (heat)	7,800
99	Membership Dues	300
100	Miscellaneous	2,000
101	Office Supplies	2,500
102	Programs	6,000
103	Rent	1
104	Training	2,500
105	Transportation	6,000
106	Water and Sewer	1,500
107	Computer Software	1,800
108	Telephone Expense	960
109	Custodial Services	6,000
110	Trash Removal	-
111	<b>COUNCIL ON AGING TOTAL:</b>	<b>189,119</b>
112	<b>DEPT. OF PUBLIC WORKS:</b>	
113	Wages	422,350
114	Salaries	-
115	Other Expense Detail	
116	Animal Disposal	1,200
117	Cemetery Maintenance	-
118	DPW General Expense	26,008
119	DPW Contracted Services	33,500
120	DPW General Highway Materials	22,500
121	DPW Oil & Paving	31,000
122	DPW Snow Removal	220,000
123	DPW Building Utilities	27,910
124	DPW Building Maint	8,500
125	DPW Radio Maintenance	1,250
126	DPW Training	2,450
127	DPW Clothing Allowance	4,200
128	DPW Consultant / Professional Services	11,000
129	Forestry Expense	-
130	Parks Ramsey Building	-

131	Parks Lawn Maintenance	-
132	Pest Control	-
133	Vehicle Fuel	25,500
134	Vehicle Maintenance/Repair	33,000
135	Weed Control	-
136	StormWater Management	50,000
137	<b>DEPT. OF PUBLIC WORKS TOTAL:</b>	<b>920,368</b>
138	<b>DPW PARKS, FORESTRY &amp; CEMETERIES</b>	
139	Wages	143,572
140	Salaries	-
141	Other Expense Detail	
142	Cemetery Maintenance	20,120
143	Parks General Expense	4,320
144	Parks Radio Maintenance	250
145	Parks Training	400
146	Parks Clothing Allowance	1,400
147	Forestry Expense	25,000
148	Parks Lawn Maintenance	32,500
149	Pest Control	1,500
150	Vehicle Fuel	2,262
151	Vehicle Maintenance / Repair	1,000
152	Weed Control	10,000
153	<b>DPW PARKS, FORESTRY &amp; CEMETERIES TOTAL:</b>	<b>242,324</b>
154	<b>ELECTIONS &amp; TOWN MEETINGS:</b>	
155	Other Expense Detail	
156	Miscellaneous	16,450
157	<b>ELECTIONS &amp; TOWN MEETINGS TOTAL:</b>	<b>16,450</b>
158	<b>EMERGENCY MANAGEMENT</b>	
159	Wages	6,819
160	Salaries	-
161	Other Expense Detail	
162	Miscellaneous	3,000



163	Reverse 911 Support	6,510
164	<b>EMERGENCY MANAGEMENT</b>	
	<b>TOTAL:</b>	16,329
165	<b>EMERGENCY MEDICAL SERVICES:</b>	
166	Wages	150,074
167	Salaries	-
168	Other Expense Detail	
169	Ambulance Supplies	29,877
170	Ambulance Maintenance	3,000
171	Clothing Allowance	1,800
172	Licensing & Certification	4,400
173	Miscellaneous Office & Billing	4,093
174	Training	12,500
175	Vehicle Fuel	7,000
176	Paramedic Expense	10,000
177	Ambulance Billing Expense	11,000
178	<b>EMERGENCY MEDICAL SERVICES</b>	
	<b>TOTAL:</b>	233,744
179	<b>FINANCE COMMITTEE:</b>	
180	Salaries	-
181	Other Expense Detail	-
182	Miscellaneous	1,000
183	<b>FINANCE COMMITTEE TOTAL:</b>	1,000
184	<b>FIRE DEPARTMENT:</b>	
185	Wages	670,250
186	Salaries	-
187	Other Expense Detail	
188	Building Maintenance	20,000
189	Clothing Allowance	5,900
190	Copier / Computer Maintenance	2,200
191	Fire Alarm Maintenance	1,000
192	Forest Fire Expenses	4,000
193	Fuel Expense	9,000
194	General Expenses	17,875

195	New Equipment	15,500
196	Radio Maintenance	3,000
197	Training Expense	6,000
198	Utilities Expenses	35,000
199	Vehicle Maintenance	30,000
200	<b>FIRE DEPARTMENT TOTAL:</b>	<b>819,725</b>
201	<b>INTEREST PAID:</b>	
202	Other Expense Detail	
203	Fire Station	-
204	Stefan's Property	-
205	Route 140 Water Main	-
206	General Obligation Bond 1	78,363
207	General Obligation Bond 2	9,575
208	General Obligation Bond 3	36,281
209	General Obligation Bond 4	10,875
210	BAN for Quint Fire Truck	2,000
211	<b>INTEREST PAID TOTAL:</b>	<b>137,094</b>
212	<b>HISTORICAL COMMISSION</b>	
213	Wages	631
214	Expenses	1,000
215	<b>HISTORICAL COMMISSION TOTAL:</b>	<b>1,631</b>
216	<b>HOUSING AUTHORITY</b>	
217	Salaries	2,250
218	Miscellaneous	-
219	<b>HOUSING AUTHORITY</b>	<b>2,250</b>
219	<b>LIBRARY:</b>	
220	Wages	184,895
221	Salaries	4,750
222	Other Expense Detail	
223	Library Materials	43,122
224	Library Network Membership	9,162
225	Miscellaneous Budget	9,960
226	Miscellaneous Credit	(9,801)
227	<b>LIBRARY TOTAL:</b>	<b>242,088</b>
228	<b>MATURING DEBT:</b>	

229	Other Expense Detail	
230	Admin Fee - Sewer	599
231	Fire Station	-
232	Sewer Plant Upgrade	117,606
233	Stefan's Property	-
234	Route 140 Water Main	-
235	General Obligation Bond 1	352,500
236	General Obligation Bond 2	230,500
237	General Obligation Bond 3	75,000
238	General Obligation Bond 4	15,000
239	BAN for Quint Fire Truck	50,000
240	<b>MATURING DEBT TOTAL:</b>	<b>841,205</b>
241	<b>MENDON-UPTON REGIONAL SCHOOL:</b>	
242	Salaries	1,500
243	Other Expense Detail	
244	Town Funded Operating Expenses	10,247,042
245	Capital Assessment	151,663
246	Nipmuc HS & Miscoe Bond	452,413
247	Memorial School Bond	451,852
248	Miscoe Hill Repairs	89,561
249	<b>MENDON-UPTON REGIONAL SCHOOL TOTAL:</b>	<b>11,394,031</b>
250	<b>MISCELLANEOUS:</b>	
251	Other Expense Detail	
252	Memorial Day	2,400
253	Medicare - PR Taxes	69,500
254	Weights and Measures	1,200
255	Parking Ticket Warrant Officer	-
256	Street Lighting	37,000
257	Unemployment Comp.	18,500
258	<b>MISCELLANEOUS TOTAL:</b>	<b>128,600</b>
259	<b>MODERATOR:</b>	
260	Wages	-
261	Salaries	500

262	Other Expense Detail	
263	Miscellaneous	70
264	<b>MODERATOR TOTAL:</b>	<b>570</b>
265	<b>MUNICIPAL BUILDINGS:</b>	
266	Other Expense Detail	
267	Miscellaneous	79,885
268	<b>MUNICIPAL BUILDINGS TOTAL:</b>	<b>79,885</b>
269	<b>NURSE - HEALTH SVCS:</b>	
270	Wages - Town of Upton Nurse	33,853
267	Wages - Blackstone & Bellingham	16,928
268	Salaries	-
269	Other Expense Detail	
270	Miscellaneous	1,900
271	<b>NURSE - HEALTH SVCS TOTAL:</b>	<b>52,681</b>
272	<b>PERSONNEL BOARD:</b>	
273	Wages	1,683
274	Salaries	-
275	Other Expense Detail	
276	Longevity Bonus	2,500
277	MMPA Membership	200
278	Miscellaneous	450
279	Training	400
280	Merit Bonus Pool	5,000
281	<b>PERSONNEL BOARD TOTAL:</b>	<b>10,233</b>
282	<b>PLANNING BOARD:</b>	
283	Wages	18,066
284	Salaries	2,750
285	Other Expense Detail	
286	Advertising/Printing	1,200
287	CMRPC	2,006
288	Membership & Training	320
289	Miscellaneous	250
290	Office Supplies	500
291	Postage	300
292	Professional Services	2,100

293	<b>PLANNING BOARD TOTAL:</b>	27,492
294	<b>POLICE DEPARTMENT:</b>	
295	Wages	1,478,168
296	Salaries	-
297	Other Expense Detail	
298	Building Maintenance	15,800
299	Computer Maintenance	12,768
300	Cruiser	40,000
301	Cruiser Maintenance	11,000
302	Cruiser Gas	30,000
303	Clothing Allowance	15,500
304	General Expenses	21,700
305	Training	6,000
306	Utilities	36,000
307	<b>POLICE DEPARTMENT TOTAL:</b>	1,666,936
308	<b>POLICE DEPT. -</b>	
309	<b>COMMUNICATIONS:</b>	
309	Other Expense Detail	
310	Disp Clothing FT	1,600
311	Disp Clothing PT	400
312	Radio Maintenance	2,200
313	<b>POLICE DEPT. - COMMUNICATIONS</b>	
	<b>TOTAL:</b>	4,200
314	<b>RECREATION:</b>	
315	Wages	4,000
316	Salaries	1,750
317	Other Expense Detail	
318	Improvements to Programs & Infrastructure	13,000
319	Misc Expense	8,000
320	Beach Program	8,000
321	<b>RECREATION TOTAL:</b>	34,750
322	<b>REGISTRARS OF VOTERS:</b>	
323	Wages	-
324	Salaries	-

325	Other Expense Detail	
326	Miscellaneous	3,500
327	<b>REGISTRARS OF VOTERS TOTAL:</b>	3,500
328	<b>TOWN CLERK:</b>	
329	Wages	74,203
330	Salaries	-
331	Other Expense Detail	
332	Miscellaneous	3,800
333	<b>TOWN CLERK TOTAL:</b>	78,003
334	<b>TOWN COUNSEL:</b>	
335	Other Expense Detail	
336	Miscellaneous	50,000
337	<b>TOWN COUNSEL TOTAL:</b>	50,000
338	<b>TREASURER-COLLECTOR:</b>	
339	Wages	51,539
340	Salaries	56,725
341	Other Expense Detail	
342	Expenses	34,800
343	Tax Title Foreclosure	10,000
344	Tax Title Auction	
345	<b>TREASURER-COLLECTOR TOTAL:</b>	153,064
346	<b>TRUST FUND:</b>	
347	Wages	-
348	Salaries	1,750
349	<b>TRUST FUND</b>	1,750
350	<b>VETERANS SERVICES:</b>	
351	Wages	8,517
352	Salaries	-
353	Other Expense Detail	
354	Benefit Payments	20,000
355	Miscellaneous	1,000
356	<b>VETERANS SERVICES TOTAL:</b>	29,517
357	<b>WASTE REMOVAL:</b>	
358	Other Expense Detail	
359	Curbside Pickup	274,312

360	Disposal	94,000
361	Trash Bags	32,000
362	Hazardous Waste	6,000
363	<b>WASTE REMOVAL TOTAL:</b>	<b>406,312</b>
364		
365	<b>Total Operating Expenses</b>	<b>20,702,889</b>
	Salaries	78,112
	Wages	3,786,627
	Total Salaries & Wages	3,864,739
	Other Operating Expenses	16,838,150
	BVT	1,201,728
	MURSD	11,394,031
	Other Operating Expenses (not including schools)	4,242,391

A True Copy.

Attest:

\_\_\_\_\_  
Kelly A. McElreath  
Town Clerk

**STATE PRIMARY ELECTION / 8 SEPTEMBER 2016 / WARRANT**

**SS.**

To the Constables of the Town of Upton

**GREETINGS:**

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Primaries to vote at:

00/ 001 & 002

Nipmuc Regional High School Gymnasium

On **THURSDAY, THE EIGHTH DAY OF SEPTEMBER, 2016**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Primaries for the candidates of political parties for the following offices:

REPRESENTATIVE IN CONGRESS	SECOND DISTRICT
COUNCILLOR	SEVENTH DISTRICT
SENATOR IN GENERAL COURT	SECOND WORCESTER DISTRICT
REPRESENTATIVE IN GENERAL COURT	NINTH DISTRICT
SHERIFF	WORCESTER COUNTY

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 2nd day of August, 2016.

**UPTON BOARD OF SELECTION**

James Brochu, Chairman  
Robert J. Fleming, Member  
Gary Daugherty, Jr, Member



# PROCEEDINGS OF STATE PRIMARY ELECTION

September 8, 2016

Rena Richard, Warden, declared the polls open at 7:00 am. Judy McGee and Seema Kennedy were on duty as Election Clerks for Precinct 1 and Precinct 2 respectively

Throughout the day, election clerks on duty at the check-in table for precinct one were Ida Jette, Agnita Knott, and Robyn Sharp. Elections clerks on duty at the check-in table for precinct two were Richard Robinson, Karen Varney, Kathy Ramsey and Elaine Picard. Carol Owczarzak, Patricia Phyllis, Betty Consigli and Kathy Langin were on duty at the checkout table for precinct one throughout the day. Also, Lynne Gruber, Harriet Fougere, Kelly Carey and Mary Bradford were on duty at the checkout table for precinct two throughout the day.

At 8:01 pm the results of the election were printed from each of the two Accu-Vote tabulation machines. There were 358 Democratic votes (177 for precinct one and 175 for precinct two), 500 Republican votes (231 for precinct one and 267 precinct two). The following are the results of the election:

<b>Democratic Ballot</b>	<b>Candidate</b>	<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Total</b>
Representative in Congress	James P. McGovern, Worcester MA	59	39	97
	Blanks	4	0	4
Councillor	Matthew CJ Vance, Gardner MA	53	36	89
	Blanks	10	2	12
Senator in General Court	Michael O. Moore, Millbury MA	59	38	97
	Blanks	4	0	4

Representative in General Court	Blanks	63	38	101
Sheriff	Blanks	63	38	101
<b>Republican Ballot</b>	Candidate	Precinct 1	Precinct 2	Total
Representative in Congress	Write Ins	0	3	3
	Blanks	52	45	97
Councillor	Jennie L. Cassie, Oxford MA	38	33	71
	Blanks	14	15	29
Senator in General Court	Mesfin H. Beshir, Worcester MA	34	32	66
	Blanks	18	16	34
Representative in General Court	David Muradian, Jr, Grafton MA	52	45	97
	Blanks	3	0	3
Sheriff	Lewis G. Evangelidis, Rutland MA	40	37	77
	Blanks	12	11	23

There were zero ballots cast for Green party and one ballot cast for United Independent. Results for United Independent were write ins.

The total number of ballots voted was 202 out of 5,358 (254 inactive) (4% turnout). This included 44 absentee ballots. Warden Rena Richard read the unofficial results of the election at 8:25 pm. The used and unused ballots were sealed in separate containers and deposited in the town vault at 8:35 pm.

# STATE ELECTION / 8 NOVEMBER 2016 / WARRANT

**SS.**

To the Constables of the Town of Upton

## **GREETINGS:**

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in the State Election to vote at

000/ 01 & 02

Nipmuc Regional High School Gymnasium

on **TUESDAY, THE EIGHTH DAY OF NOVEMBER, 2016**, from 6:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Election for the candidates for the following offices and questions:

REPRESENTATIVE IN CONGRESS	SECOND DISTRICT
COUNCILLOR	SEVENTH DISTRICT
SENATOR IN GENERAL COURT	SECOND WORCESTER DISTRICT
REPRESENTATIVE IN GENERAL COURT	NINTH DISTRICT
SHERIFF	WORCESTER COUNTY

## **QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 3, 2016?

## **SUMMARY**

This proposed law would allow the state Gaming Commission to issue one additional category 2 license, which would permit operation of a gaming establishment with no table games and not more than 1,250 slot machines. The proposed law would authorize the Commission to request applications for the additional license to be granted to a gaming establishment located on property that is (i) at least four acres in size; (ii) adjacent to and within 1,500 feet of a race track, including the track's additional facilities, such as the track, grounds, paddocks, barns, auditorium, amphitheatre, and

bleachers; (iii) where a horse racing meeting may physically be held; (iv) where a horse racing meeting shall have been hosted; and (v) not separated from the race track by a highway or railway.

**A YES VOTE** would permit the state Gaming Commission to license one additional slot-machine gaming establishment at a location that meets certain conditions specified in the law.

**A NO VOTE** would make no change in current laws regarding gaming.

## **QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 3, 2016?

### **SUMMARY**

This proposed law would allow the state Board of Elementary and Secondary Education to approve up to 12 new charter schools or enrollment expansions in existing charter schools each year. Approvals under this law could expand statewide charter school enrollment by up to 1% of the total statewide public school enrollment each year. New charters and enrollment expansions approved under this law would be exempt from existing limits on the number of charter schools, the number of students enrolled in them, and the amount of local school districts' spending allocated to them.

If the Board received more than 12 applications in a single year from qualified applicants, then the proposed law would require it to give priority to proposed charter schools or enrollment expansions in districts where student performance on statewide assessments is in the bottom 25% of all districts in the previous two years and where demonstrated parent demand for additional public school options is greatest.

New charter schools and enrollment expansions approved under this proposed law would be subject to the same approval standards as other charter schools, and to recruitment, retention, and multilingual outreach requirements that currently apply to some charter schools. Schools

authorized under this law would be subject to annual performance reviews according to standards established by the Board.

The proposed law would take effect on January 1, 2017.

**A YES VOTE** would allow for up to 12 approvals each year of either new charter schools or expanded enrollments in existing charter schools, but not to exceed 1% of the statewide public school enrollment.

**A NO VOTE** would make no change in current laws relative to charter schools.

### **QUESTION 3: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 3, 2016?

#### **SUMMARY**

This proposed law would prohibit any farm owner or operator from knowingly confining any breeding pig, calf raised for veal, or egg-laying hen in a way that prevents the animal from lying down, standing up, fully extending its limbs, or turning around freely. The proposed law would also prohibit any business owner or operator in Massachusetts from selling whole eggs intended for human consumption or any uncooked cut of veal or pork if the business owner or operator knows or should know that the hen, breeding pig, or veal calf that produced these products was confined in a manner prohibited by the proposed law. The proposed law would exempt sales of food products that combine veal or pork with other products, including soups, sandwiches, pizzas, hotdogs, or similar processed or prepared food items.

The proposed law's confinement prohibitions would not apply during transportation; state and county fair exhibitions; 4-H programs; slaughter in compliance with applicable laws and regulations; medical research; veterinary exams, testing, treatment and operation if performed under the direct supervision of a licensed veterinarian; five days prior to a pregnant pig's expected date of giving birth; any day that pig is nursing piglets; and

for temporary periods for animal husbandry purposes not to exceed six hours in any twenty-four hour period.

The proposed law would create a civil penalty of up to \$1,000 for each violation and would give the Attorney General the exclusive authority to enforce the law, and to issue regulations to implement it. As a defense to enforcement proceedings, the proposed law would allow a business owner or operator to rely in good faith upon a written certification or guarantee of compliance by a supplier.

The proposed law would be in addition to any other animal welfare laws and would not prohibit stricter local laws.

The proposed law would take effect on January 1, 2022. The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.

**A YES VOTE** would prohibit any confinement of pigs, calves, and hens that prevents them from lying down, standing up, fully extending their limbs, or turning around freely.

**A NO VOTE** would make no change in current laws relative to the keeping of farm animals.

#### **QUESTION 4: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 3, 2016?

#### **SUMMARY**

The proposed law would permit the possession, use, distribution, and cultivation of marijuana in limited amounts by persons' age 21 and older and would remove criminal penalties for such activities. It would provide for the regulation of commerce in marijuana, marijuana accessories, and marijuana products and for the taxation of proceeds from sales of these items.

The proposed law would authorize persons at least 21 years old to possess up to one ounce of marijuana outside of their residences; possess up to ten ounces of marijuana inside their residences; grow up to six marijuana plants in their residences; give one ounce or less of marijuana to a person at least 21 years old without payment; possess, produce or transfer hemp; or make or transfer items related to marijuana use, storage, cultivation, or processing.

The measure would create a Cannabis Control Commission of three members appointed by the state Treasurer which would generally administer the law governing marijuana use and distribution, promulgate regulations, and be responsible for the licensing of marijuana commercial establishments. The proposed law would also create a Cannabis Advisory Board of fifteen members appointed by the Governor. The Cannabis Control Commission would adopt regulations governing licensing qualifications; security; record keeping; health and safety standards; packaging and labeling; testing; advertising and displays; required inspections; and such other matters as the Commission considers appropriate. The records of the Commission would be public records. The proposed law would authorize cities and towns to adopt reasonable restrictions on the time, place, and manner of operating marijuana businesses and to limit the number of marijuana establishments in their communities. A city or town could hold a local vote to determine whether to permit the selling of marijuana and marijuana products for consumption on the premises at commercial establishments.

The proceeds of retail sales of marijuana and marijuana products would be subject to the state sales tax and an additional excise tax of 3.75%. A city or town could impose a separate tax of up to 2%. Revenue received from the additional state excise tax or from license application fees and civil penalties for violations of this law would be deposited in a Marijuana Regulation Fund and would be used subject to appropriation for administration of the proposed law.

Marijuana-related activities authorized under this proposed law could not be a basis for adverse orders in child welfare cases absent clear and

convincing evidence that such activities had created an unreasonable danger to the safety of a minor child.

The proposed law would not affect existing law regarding medical marijuana treatment centers or the operation of motor vehicles while under the influence. It would permit property owners to prohibit the use, sale, or production of marijuana on their premises (with an exception that landlords cannot prohibit consumption by tenants of marijuana by means other than by smoking); and would permit employers to prohibit the consumption of marijuana by employees in the workplace. State and local governments could continue to restrict uses in public buildings or at or near schools. Supplying marijuana to persons under age 21 would be unlawful.

The proposed law would take effect on December 15, 2016.

**A YES VOTE** would allow persons 21 and older to possess, use, and transfer marijuana and products containing marijuana concentrate (including edible products) and to cultivate marijuana, all in limited amounts, and would provide for the regulation and taxation of commercial sale of marijuana and marijuana products.

**A NO VOTE** would make no change in current laws relative to marijuana.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 18th day of October, 2016.

**UPTON BOARD OF SELECTMEN**

James Brochu, Chairman

Robert J. Fleming, Member

Gary Daugherty, Jr, Member



## **PROCEEDINGS OF STATE ELECTION**

**November 8, 2016**

At 6:00 am, Warden Rena Richard declared the polls open at 6:00 am. Judy McGee and Seema Kennedy were on duty as Election Clerks for Precinct 1 and Precinct 2 respectively.

Throughout the day, election clerks on duty at the check-in table for precinct one were Agnita Knott, Joan Burrill, Ida Jette and Joan Varney Elections clerks on duty at the check-in table for precinct two were Richard Robinson, Kathy Ramsey, Robyn Sharp, and Elaine Picard. Barbara Webster, Nancy Page, Betty Consigli and Kathy Langin were on duty at the checkout table for precinct one throughout the day. Also, Cindy Page, Harriet Fougere, Lynne Gruber and Mary Bradford were on duty at the checkout table for precinct two throughout the day. Also present were Donna Desjardins, Rosemary Quirk, Kelly Carey and Pat Phyllis to process Early Voting Ballots.

At 8:01 pm the results of the election were printed from each of the two Accu-Vote tabulation machines. Final tally:

	Candidates	Precinct 1	Precinct 2	Total
Electors of President	Blanks	35	26	61
	Clinton & Kane	1214	1082	2996
	Johnson & Weld	155	172	327
	Stein & Baraka	25	31	56
	Trump & Pence	914	904	1818
	McMullin	2	6	8
	All Other	53	57	110
Representative in Congress	Blanks	704	695	1399

	James P. McGovern, Worcester Ma	1671	1567	3238
	Write Ins	23	16	39
Councilor	Blanks	287	278	565
	Jennie L. Cassie, Oxford MA	1237	1220	2457
	Matthew CJ Vance, Gardner MA	874	780	1654
Senator in General Court	Blanks	346	314	660
	Michael O. Moore, Millbury MA	1370	1257	2627
	Mesfin H. Beshir, Worcester MA	701	707	1389
Representative in General Court	Blanks	598	530	1128
	David K. Muradian, Jr, Grafton MA	1723	1738	3533
	Write ins	5	10	15
Sheriff	Blanks	681	622	1303
	Lewis G. Evangelidis, Rutland MA	1713	1642	3355
	Write ins	4	14	18

Question 1- Increase Gambling License	Yes	948	854	1802
	No	1371	1335	2706
	Blanks	79	89	168
Question 2- Increase Charter Schools	Yes	950	879	1829
	No	1397	1353	2750
	Blanks	51	46	97
Question 3 – Animal restrictions	Yes	1806	1735	3541
	No	555	504	1059
	Blanks	37	39	76
Question 4- Legalize Marijuana	Yes	132	1209	2541
	No	1037	1046	2083
	Blanks	29	23	52

The total number of ballots voted was 4,676 (2,298 Precinct 1 and 2,278 Precinct 2) out of 5,675 (296 inactive). This represents an 82% turnout. The total votes included 212 absentee ballots, 4 provisional ballots, and 4 FWAB ballots. The total also includes 1,956 of Early Voting Ballots. Warden Rena Richard read the unofficial results of the election at 9:15 pm. The used and unused ballots were sealed in separate containers and deposited in the town vault at 9:30 pm.

Attest:

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Kelly A. McElreath,  
Town Clerk

## **SPECIAL TOWN MEETING / 15 NOVEMBER 2016 / WARRANT**

IN THE NAME OF THE COMMONWEALTH OF MASSACHUSETTS, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in Elections and in Town affairs, to meet in the Auditorium at the Nipmuc Regional Middle/High School, 90 Pleasant Street, in Upton on Tuesday, the fifteenth day of November 2016, at 7:00 o'clock in the evening, then and there to act on the following Articles:

**ARTICLE 1:** To see if the Town will vote to transfer from available unappropriated funds in the town treasury a sum of money to reduce the tax rate for FY2017, or to take any other action relative thereto.

Explanation/Submitted by: To limit the tax impact on property owners by utilizing a portion of the Town's Free Cash to reduce expenditures for FY 2017 - Board of Selectmen.

Recommendation: To Be Determined

**ARTICLE 2:** To see if the Town will vote to amend the Fiscal Year 2017 operating budget as voted under Article 3 of the 2016 Annual Town Meeting by transferring the total sum of Sixty-seven thousand six hundred fifteen dollars (\$67,615.00) from Free Cash to the line items and in the amounts substantially as specified in the chart below; or to take any other action related thereto.

<b><u>Transfer from Free Cash To:</u></b>	<b><u>Amount</u></b>
Animal Control Wages	1,700.00
Fire Dept. Wages	1,500.00
Fire Department Expense	2,235.00
Police Dept. Wages	11,180.00
Recreation Wages	26,000.00
Town Counsel Expense	25,000.00
Total	<b>\$67,615.00</b>

Explanation/Submitted by: To make transfers among accounts in the FY 2017 budget year to adjust for shortfalls in appropriations or unforeseen expenses - Board of Selectmen.

Recommendation: To Be Determined

**ARTICLE 3:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of One hundred thousand dollars (\$100,000.00), or any other sum, to the Other Post- Employment Benefits Liability Trust Fund established under Article 42 of the 2011 Annual Town Meeting, to meet the Town's obligations under the Government Accounting Standards Board (GASB) Statement 45 to fund the Town's future obligations for the cost of other post-employment benefits identified by the GASB 45 Report; or, to take any other action relative thereto.

Explanation/Submitted by: To add monies to the trust fund created to meet the Town's future OPEB obligations- Board of Selectmen.

Recommendation: To Be Determined

**ARTICLE 4:** To see if the Town will authorize the Board of Selectmen to petition the General Court for special legislation to amend Chapter 263 of the 1989 Acts and Resolves that established a Department of Public Works in the Town of Upton, by amending section 1 of the Act to enable the Hiring Authority to enter into a contract with the Public Works Director for a period not to exceed three years, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; or, to take any other action relative thereto.

Explanation/Submitted by: To enable the Town to enter into an employment contract with the Director of Public Works of up to three years in length. The Town has three year contracts with the Town

Manager, Police Chief and Fire/EMS Chief. Under current law, the Town can only offer the Director a one year contract - Board of Selectmen

Recommendation: To Be Determined

**ARTICLE 5:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Fifty- four thousand five hundred dollars (\$54,500.00), or any other sum, for the purchase and equipping of a one ton dump truck assigned to the Department of Public Works; or, to take any other action relative thereto.

Explanation/Submitted by: To purchase a vehicle to replace a 2001 Ford F350 vehicle that has reached the end of its useful life - Board of Selectmen.

Recommendation: To Be Determined

**ARTICLE 6:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Forty- two thousand three hundred dollars (\$42,300.00), or any other sum, for the purchase and equipping of a one-ton pickup truck for use by the Department of Public Works Parks, or, to take any other action relative thereto.

Explanation/Submitted by: To purchase a one ton pickup truck to replace a 2006 a model of a smaller size that has outlived its useful life for the functions it is required to perform - Board of Selectmen.

Recommendation: To Be Determined

**ARTICLE 7:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Thirty thousand dollars (\$30,000.00), or any other sum, for purchase of two-ton paving roller for use by the Department of Public Works; or, to take any other action relative thereto.

Explanation/Submitted by: To purchase a replacement for a 1983 paving roller that is now 33 years old and has exceeded its useful life - Board of Selectmen.

Recommendation: To Be Determined

**ARTICLE 8:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Twenty thousand dollars (\$20,000.00), or any other sum, to purchase various roadway signs that meet the Federal Highway Administration's Minimum Maintained Sign Retroreflectivity Standard from the 2009 Manual on Uniform Traffic Control Devices, or other applicable standard; or, to take any other action relative thereto.

Explanation/Submitted by: To continue implementation of a roadway sign replacement program in accordance with State mandates - Board of Selectmen.

Recommendation: To Be Determined

**ARTICLE 9:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Ten thousand dollars (\$10,000.00) or any other sum, for the purchase of engineering services to complete a project to develop a geographic information system (GIS) map of the Town's water system, or, to take any other action relative thereto.

Explanation/Submitted by: To purchase engineering services to build a geographic information system (GIS) layer that depicts the Town's water system. The funding source is intended to be the Water Enterprise Fund - Board of Selectmen.

Recommendation: To Be Determined

**ARTICLE 10:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Five thousand dollars (\$5,000.00) or any other sum, for a supplemental appropriation to the Conservation Fund, or, to take any other action relative thereto.

Explanation/Submitted by: To provide additional funding for the Town's Conservation Fund - Conservation Commission.

Recommendation: To Be Determined

**ARTICLE 11:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Twenty-two thousand five hundred dollars (\$22,500.00) or any other sum, for the replacement of the standard 8-speed transmission of Fire Tanker II with an automatic transmission including all expenses incidental and related thereto; or, to take any other action relative thereto.

Explanation/Submitted by: To replace the transmission in Tanker 2 with an automatic version that will enable it to be driven by more fire department members – Board of Selectmen.

Recommendation: To Be Determined

**ARTICLE 12:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Nine thousand seven hundred twenty-two dollars (\$9,722.00) or any other sum, for the purchase and installation of an upgraded access control system for the Upton Fire Department building; or, to take any other action relative thereto.

Explanation/Submitted by: To purchase and install an upgraded key access system for the Upton Fire Department to replace a system that is outdated and cannot be expanded to the number of department members the Town now has – Board of Selectmen.

Recommendation: To Be Determined

**ARTICLE 13:** To see if the Town will vote to transfer from the Community Preservation Fund FY2017 estimated annual revenues not less than 10% to each of the following Community Preservation Fund reserve accounts to meet the requirements of M.G.L. c.44B, §6:



Historic Resources Reserve Open Space Reserve Community Housing Reserve; and, further, to place any remaining FY2017 estimated annual revenues in a so-called “FY2017 Undesignated Budgeted Reserve”, or, to take any other action relative thereto.

Explanation/Submitted by: To set aside 10% of CPA FY2017 estimated annual revenues into each of the three standard reserve accounts, and to place the remainder into a FY2017 “undesignated” reserve - Community Preservation Committee.

Recommendation: Favorable Action

**ARTICLE 14:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer from the Community Preservation Fund or otherwise, or from any combination thereof, the sum of Two Hundred ninety-two thousand fifty dollars (\$292,050.00), or any other sum, to meet the fourth-year payment of debt service owed on the General Obligation Town Hall Renovation Bonds, or, to take any other action relative thereto.

Explanation/Submitted by: To make the fourth-year principal and interest payments (i.e., debt service) on the Town Hall bonds, to be paid from CPA monies - Community Preservation Committee.

Recommendation: Favorable Action

**ARTICLE 15:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of five thousand dollars (\$5,000.00), or any other sum, for renovations of the bathrooms on the first floor of the Knowlton Risteen Building including any incidental and related expenses; or, to take any other action relative thereto.

Explanation/Submitted by: To upgrade the bathrooms on the first floor of the Knowlton Risteen building that are used by the Library – Library Board of Trustees.

Recommendation: To Be Determined

**ARTICLE 16:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Two hundred eighty thousand dollars (\$280,000.00), or any other sum, for the Town of Upton's share to reconstruct and make repairs to the Fisk Mill Bridge that is jointly owned by the Towns of Milford and Upton, including engineering services; or, to take any other action relative thereto.

Explanation/Submitted by: To pay one half the cost of repairs to the Fisk Mill Bridge. The bridge is jointly owned by the Towns of Milford and Upton - Board of Selectmen.

Recommendation: To Be Determined

**ARTICLE 17:** To see if the Town will vote to raise and appropriate, appropriate from available unappropriated funds in the Town Treasury, or transfer, or borrow the sum of Ten thousand dollars (\$10,000.00), or any other sum, for the removal of the contents of a house and trees and bushes in the yard of a Town-owned property located at 28 Hartford Avenue North including all related and incidental expenses; or, to take any other action relative thereto.

Explanation/Submitted by: The Town has taken ownership of this property through the tax title process. In order to prepare it for auction, the house needs to be cleaned of its contents and brush and trees removed from the yard. All expenses incurred by the Town will be recaptured through the auction process - Treasurer/Collector.

Recommendation: To Be Determined

**ARTICLE 18:** The undersigned voters of the Town of Upton petition the Board of Selectmen, in accordance with the provisions of the law, are hereby requesting a special town meeting in the Town of Upton, for a vote to expand the Board increasing the members from three (3) to five (5) Selectmen, who shall be nominated and elected by the qualified voters of the entire town.

We propose there shall be a Board of Selectmen consisting of five (5) members elected by the voters for three year terms, so as arranged that the

term of office of at least one (1) member, but not more than two (2) members, shall expire each year. Terms of Selectmen shall be staggered. No Selectman shall serve for more than two consecutive terms, totaling six (6) years of continuous service.

The undersigned voters feel the town is growing and there is a greater commitment needed from the Board of Selectmen with regard to duties for service, to other boards, and to other communities. This increase of members of the Board of Selectmen can help share the load. The demographics of Upton have also changed to include now more professional citizens, providing a larger pool of available expertise.

Explanation/Submitted by: By Petition (NOTE: the article set forth above appears exactly as set forth in petition).

Recommendation: To Be Determined

**ARTICLE 19:** To see if the Town will vote pursuant to M.G.L. Chapter 40A, Section 5 to amend the Zoning Bylaws section 6.2.6 line two to read as follows:

HEIGHT: The maximum allowed height of a tower shall be 200 feet.

Explanation/Submitted by: By Petition (NOTE: the article set forth above appears exactly as set forth in petition).

Recommendation: To Be Determined

**ARTICLE 20:** Whereas, Spectra Energy has proposed a new 16-inch High Pressure pipeline through Upton carrying gas obtained through hydraulic fracturing (“fracking”), known as the West Boylston Lateral of the Access Northeast Project; and

Whereas, studies by both the economic/financial consulting firm, Analysis Group,<sup>1</sup> commissioned by the Massachusetts Attorney General’s Office, and the Conservation Law Foundation<sup>2</sup> determined that increased gas capacity is not needed to meet the region’s electric reliability needs and would be more costly and environmentally destructive than investment in energy conservation measures and green and renewable energy solutions; and

Whereas, the pipelines proposed would make it impossible to meet the goals established by the Massachusetts Global Warming Solutions Act of 2008<sup>3</sup>, the law requiring a 25% reduction of Greenhouse Gas emissions by 2020 and an 80% reduction by 2050; and

Whereas, there are 20,000 documented gas leaks in Massachusetts<sup>4</sup> and 14 documented leaks in Upton<sup>5</sup> alone, which emit the Greenhouse Gas equivalent of 6 million cars annually and cost consumers an estimated \$1 Billion, and whereas, natural gas, once considered a clean energy source, is 95% Methane, and is now proven to trap 86 times more heat than carbon dioxide over a 20-year period: and

Whereas, high pressure pipelines inherently carry the potential for leaks, rupture, or devastating explosion, causing untold damage to property and lives and present added risks and damage to the health and environment of those living near the evacuation corridor, adversely affecting property values, residents' livelihoods, and personal safety; and

Whereas, Upton has publicly set aside large tracts of land and restricted their development for conservation and open space as part of its Master Plan<sup>6</sup>, and Spectra is proposing that the pipeline cross scenic, historic, and environmentally sensitive protected town-owned land, such as Peppercorn Hill, Pratt Hill, Stephan's Farm, Heritage Park, and Kiwanis Beach, as well as Upton State Forest<sup>7</sup>, and will destroy forest, wetlands, and conservation land and require maintenance in perpetuity; and

Whereas, the Upton Board of Selectmen on May 27, 2016, submitted comments to FERC "expressing concerns by the Town of Upton regarding the environmental impacts of this project, as well as other concerns that lead us to request that you reconsider this project, or at the very least a route that does not include the Town of Upton," and

Whereas, the fracking process uses vast amounts of water and 60 toxic chemicals, and contaminates water supplies.

Therefore, be it resolved that, the people of Upton hereby ask the Board of Selectmen to declare that they:

Oppose any effort to locate the West Boylston Lateral within Upton's borders and to disallow the construction of any and all similar projects that may later be proposed, and participate in and provide comments to FERC; and

Deny survey authorization and rescind permission to Spectra Energy, its representatives, contractors, sub-contractors, or associates to enter any town-owned property to perform surveys, and to file such notices with Spectra Energy and with the Federal Energy Regulatory Commission (FERC), and any physical entry onto town-owned property will be considered unauthorized, and treated as trespass and prosecuted as such; and

Apply for Intervenor Status during the three-week period after Spectra files its application with FERC; and

Oppose the use of Massachusetts land as a conduit for the export of natural gas, likely causing higher gas prices from competition with international markets; and

Be it further resolved, that the Town Administrator send copies of this resolution to the governor and the attorney general, state and national representatives and senators, Spectra and FERC.

Explanation/Submitted by: By Petition (NOTE: the article set forth above appears exactly as set forth in petition).

Recommendation: To Be Determined

And you are directed to serve this Warrant, by posting up attested copies thereof at the U.S. Post Office, Town Library and Town Hall, in said Town seven days (7) at least before the time of holding said Meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, as aforesaid.

Given under our hands this twenty-fourth day of October in the year of our lord two thousand sixteen.

**UPTON BOARD OF SELECTMEN**, James Brochu, Chairman  
Robert J. Fleming, Member, Gary Daugherty, Jr, Member

## PROCEEDINGS OF SPECIAL TOWN MEETING

November 15, 2016

Called to order at 7:00 pm by Moderator David Loeper. The meeting was then recessed until 7:20 to allow for voter to be checked in

Board of Selectmen Chair, James Brochu, led the audience in the Pledge of Allegiance.

During this meeting, 224 voters were checked in to the Nipmuc Regional Middle/High School by Tracey Tardy and M. Denise Smith meeting the necessary quorum of 40 voters.

By unanimous vote, guests present were: Lauren Goldberg, Town Counsel, Michelle Sanford, Town Crier; Paul Marchand, Town Employee; Ken Clark, Hopkinton; Vincent Roy, DPW Director; Corin Cook, Milford Daily News; Matthew Bachtold, Library Directory; Kenny Costa, Town Accountant; Maia Giglio

**ARTICLE 1:** Upon motion of James Brochu, it was moved to pass over this article.

**Moderator declared the motion passed unanimously**

### **Funding for line items**

**ARTICLE 2:** Upon motion of James Brochu, it was moved the Town vote to amend the Fiscal Year 2017 operating budget as voted under Article 3 of the 2016 Annual Town Meeting by transferring the total sum of Sixty-seven thousand six hundred fifteen dollars (\$67,615.00) from Free Cash to the line items and in the amounts as specified in the warrant and as set forth on the screen in the auditorium.

<b><u>Transfer from Free Cash</u></b>	<b><u>Amount</u></b>
<b>To:</b>	
Animal Control Wages	1,700
Fire Dept. Wages	1,500
Fire Department Expense	2,235
Police Dept. Wages	11,180

Recreation Wages	26,000
Town Counsel Expense	25,000
Total	<b>\$67,615</b>

Favorable recommendation from Finance Committee

**Moderator declared the motion passed by majority**

### **OPEB Funding**

**ARTICLE 3:** Upon motion of James Brochu, it was moved the Town vote to raise and appropriate the sum of One hundred thousand dollars (\$100,000.00), to the Other Post-Employment Benefits Liability Trust Fund established under Article 42 of the 2011 Annual Town Meeting, to meet the Town's obligations under the Government Accounting Standards Board (GASB) Statement 45 to fund the Town's future obligations for the cost of other post-employment benefits identified by the GASB 45 Report.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed by majority**

### **3 Year Contract for DPW Director**

**ARTICLE 4:** Upon motion of Robert Fleming, it was moved the Town vote authorize the Board of Selectmen to petition the General Court for special legislation to amend Chapter 263 of the 1989 Acts and Resolves that established a Department of Public Works in the Town of Upton, by amending section 1 of the Act to enable the Hiring Authority to enter into a contract with the Public Works Director for a period not to exceed three years, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

**Moderator declared the motion passed by majority**

### **Funding for One Ton Dump Truck**

**ARTICLE 5:** Upon motion of Gary Daugherty, it was moved the Town vote to transfer from Free Cash the sum of Fifty-four thousand five hundred dollars (\$54,500.00), for the purchase and equipping of a one ton dump truck assigned to the Department of Public Works.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed by majority**

### **Funding for One Ton Pickup Truck**

**ARTICLE 6:** Upon motion of Gary Daugherty, it was moved the Town vote to transfer from Free Cash the sum of Forty-two thousand three hundred dollars (\$42,300.00), for the purchase and equipping of a one-ton pickup truck for use by the Department of Public Works Parks.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

### **Funding for Two Ton Paving Roller**

**ARTICLE 7:** Upon motion of Gary Daugherty, it was moved the Town vote to transfer from Free Cash the sum of Thirty thousand dollars (\$30,000.00), for purchase of two-ton paving roller for use by the Department of Public Works.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

### **Funding for Street Signs**

**ARTICLE 8:** Upon motion of Robert Fleming, it was moved the Town vote to transfer from Free Cash the sum of Twenty thousand dollars (\$20,000.00), to purchase various roadway signs that meet the Federal Highway Administration's Minimum Maintained Sign Retroreflectivity



Standard from the 2009 Manual on Uniform Traffic Control Devices, or other applicable standard.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

**Funding for GIS for Water System**

**ARTICLE 9:** Upon motion of Robert Fleming, it was moved the Town vote to transfer from Water Retained Earnings the sum of Ten thousand dollars (\$10,000.00) for the purchase of engineering services to complete a project to develop a geographic information system (GIS) map of the Town’s water system, including all incidental and related expenses.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

**Funding for Conservation Fund**

**ARTICLE 10:** Upon motion of Michael Penko, it was moved the Town vote to transfer from Free Cash the sum of Two thousand five hundred dollars (\$2,500.00), for a supplemental appropriation to the Conservation Fund.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

**Funding for Tanker II Automatic Transmission**

**ARTICLE 11:** Upon motion of James Brochu, it was moved the Town vote to transfer from Free Cash the sum of Twenty-two thousand five hundred dollars (\$22,500.00), for the replacement of the standard 8-speed transmission of Fire Tanker II with an automatic transmission including all expenses incidental and related thereto.

Unfavorable recommendation from Finance Committee

**Moderator declared the motion lost**

**Funding for Fire Station Access Control**

**ARTICLE 12:** Upon motion of James Brochu, it was moved the Town vote to transfer from Free Cash the sum of Nine thousand seven hundred twenty-two dollars (\$9,722.00), for the purchase and installation of an upgraded access control system for the Upton Fire Department building, including all incidental and related expenses.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed by majority**

**CPA Funding Requirements**

**ARTICLE 13:** Upon motion of Rena Richard, it was moved the Town vote to transfer from the Community Preservation Fund FY2017 estimated annual revenues the sums set forth below to the following Community Preservation Fund accounts to meet the requirements of M.G.L.c.44B, §6:

Historic Resources Account - \$38,688.86

Open Space Account - \$38,688.86

Community Housing Account - \$38,688.86;

and to place any remaining FY 2017 estimated annual revenues in a so-called “FY2017 Undesignated Budgeted Reserve”.

Favorable recommendation from Finance Committee and Community Preservation Committee

**Moderator declared the motion passed unanimously**

**Debt Service for Town Hall from CPA**

**ARTICLE 14:** Upon motion of Rena Richard, it was moved the Town vote to transfer the total sum of Two Hundred ninety-two thousand fifty dollars (\$292,050.00) from the Community Preservation Fund to meet the fourth year payment of debt service owed on the General Obligation Town

Hall Renovation Bonds, with Thirty-eight thousand six hundred eighty-eight dollars and eighty six cents (\$38,688.86) from the Historic Resources Account and Two hundred fifty-three thousand three hundred sixty-one dollars and fourteen cents (\$253,361.14) from the Undesignated Account.

Favorable recommendation from Finance Committee and Community Preservation Committee

**Moderator declared the motion passed unanimously**

**ARTICLE 15:** Upon motion of John Robertson, it was moved to pass over this article.

**Moderator declared the motion passed unanimously**

**Funding to Repair Fisk Mill Bridge**

**ARTICLE 16:** Upon motion of Robert Fleming, it was moved the Town vote to transfer from Free Cash the sum of Two hundred eighty thousand dollars (\$280,000.00), for the Town of Upton’s share to reconstruct and make repairs to the Fisk Mill Bridge that is jointly owned by the Towns of Milford and Upton, including engineering services.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed unanimously**

**Funding for Clean Up of Tax Title Property**

**ARTICLE 17:** Upon motion of Ken Glowacki, it was moved the Town vote to transfer from Free Cash the sum of Ten thousand dollars (\$10,000.00), for the removal of the contents of a house and trees and bushes in the yard of a Town-owned property located at 28 Hartford Avenue North including all related and incidental expenses.

Favorable recommendation from Finance Committee

**Moderator declared the motion passed by majority**

**Change to 5 member Selectmen**

**ARTICLE 18:** Upon motion of Kerry Stoopack, it was moved the Town vote to expand the Board increasing the members from three (3) to five (5) Selectmen, who shall be nominated and elected by the qualified voters of the entire town.

We propose there shall be a Board of Selectmen consisting of five (5) members elected by the voters for three year terms, so as arranged that the term of office of at least one (1) member, but not more than two (2) members, shall expire each year. Terms of Selectmen shall be staggered. No Selectman shall serve for more than two consecutive terms, totaling six (6) years of continuous service.

The undersigned voters feel the town is growing and there is a greater commitment needed from the Board of Selectmen with regard to duties for service, to other boards, and to other communities. This increase of members of the Board of Selectmen can help share the load. The demographics of Upton have also changed to include now more professional citizens, providing a larger pool of available expertise.

**Moderator declared the motion lost**

**Increase Maximum Height of Cell Towers**

**ARTICLE 19:** Upon motion of Donald Taylor, it was moved the Town vote pursuant to M.G.L. Chapter 40A, Section 5 to amend the Zoning Bylaws section 6.2.6 line two to read as follows:

HEIGHT: The maximum allowed height of a tower shall be 200 feet.

Unfavorable recommendation from Planning Board

Moderator declared this motion required a 2/3 majority

**Moderator declared the motion lost**

**Resolution to Oppose Proposed Spectra Pipeline through Upton**

**ARTICLE 20:** Upon motion of Laurie Wodin, it was moved the Town vote to approve the resolution regarding the Spectra High Pressure pipeline through Upton as printed in the warrant.

Upon motion of Robert Fleming, it was moved to question  
Moderator declared this motion required a 2/3 majority

**Moderator declared the motion to move to question carried  
unanimously**

**The Moderator declared the motion passed by majority**

Upon motion of John Robertson, it was moved to dissolve this warrant and adjourn the Special Town Meeting at 8:37 pm.

**Motion passed unanimously.**

A True Copy.

Attest:

Kelly A. McElreath, Town Clerk

Town Officers  
&  
Appointed Committees  
Reports



# TOWN DIRECTORY

<b>EMERGENCY Police / Fire / Ambulance .....</b>	<b>911</b>
<b>Animal Control Officer .....</b>	<b>612-9752</b>
<b>*Assessors.....</b>	<b>529-1002</b>
<b>*Code Enforcement .....</b>	<b>529-2633</b>
<b>*Collector/Treasurer <i>Monday-Thursday 9:00am-4:00pm</i> .....</b>	<b>529-3737</b>
<b>*Conservation Commission .....</b>	<b>529-6286</b>
<b>Council on Aging Center .....</b>	<b>529-4558</b>
<b>Emergency Management Director.....</b>	<b>529-3421</b>
<b>Fire Department Business .....</b>	<b>529-3421</b>
<b>*Health, Board of .....</b>	<b>529-6813</b>
<b>Highway Department.....</b>	<b>529-3067</b>
<b>Historical Commission .....</b>	<b>529-3019</b>
<b>Historical Society.....</b>	<b>529-6600</b>
<b>Housing Authority.....</b>	<b>529-9332</b>
<b>Library .....</b>	<b>529-6272</b>
<b>*Nursing and Health Service <i>Mon-Thurs 8:00am-2:00pm</i> .....</b>	<b>529-3110</b>
<b>Parks and Recreation Building (<i>Summers Only</i>) .....</b>	<b>529-3232</b>
<b>*Planning Board.....</b>	<b>529-1008</b>
<b>*Plumbing Inspector .....</b>	<b>529-2633</b>
<b>Police Department Business.....</b>	<b>529-3200</b>
<b>Public Works Department .....</b>	<b>529-3067</b>
<b>*Selectmen.....</b>	<b>529-6901</b>
<b>Superintendent of Schools .....</b>	<b>634-1585</b>
<b>*Town Accountant .....</b>	<b>529-1013</b>
<b>*Town Clerk.....</b>	<b>529-3565</b>
<b>*Town Manager .....</b>	<b>529-6901</b>
<b>Tree Warden .....</b>	<b>529-3067</b>
<b>*Upton Cable Television.....</b>	<b>529-1736</b>
<b>*Veterans' Services.....</b>	<b>529-6723</b>
<b>Water/Wastewater Department .....</b>	<b>529-3993/529-3216</b>
<b>Water Department Emergencies.....</b>	<b>529-3200</b>
<b>*Wiring Inspector.....</b>	<b>529-2633</b>
<b>*Zoning Board of Appeals.....</b>	<b>529-2633</b>

## \*TOWN HALL HOURS

Monday, Wednesday, Thursday	8:00 am - 4:00 pm
Tuesday	8:00 am - 6:00 pm
Friday	8:00 am - 12:00pm
<i>*Treasurer/Collector's Office</i>	
<i>Monday-Thursday 9:00am-4:00pm Closed Friday</i>	

Please check our website at [uptonma.gov](http://uptonma.gov) for additional information.



## **REPORT OF THE BOARD OF SELECTMEN**

The Board of Selectmen respectfully submits its annual report for the 2016 calendar year to the citizens of Upton. During this calendar year, the membership of the Board changed with Mr. Gary Daugherty successfully winning a seat on the Board of Selectmen that was previously held by Mr. Kenneth Picard at the annual 2016 May election. Mr. Picard served three terms as a selectman and we thank him for his dedicated service. Mr. Robert Fleming and Mr. James Brochu served with Mr. Daugherty while Mr. Brochu was appointed chair following the annual election. Mr. Fleming has served in Upton Town Government for 34 years, 28 of those as a Selectman. Mr. Brochu has served six years as a Selectman. The Board of Selectmen's office continued to change in 2016 with the Town Manager, Ms. Blythe Robinson, submitting her resignation in November to pursue the position of Executive Director in the Town of Wellesley. Ms. Robinson has been a vital asset for the town for the last seven years. We thank her for her dedicated service and wish her well in her new position. The Town also gives thanks and best wishes to Mr. Walter Hopkins, Plumbing Inspector, with his retirement in November following more than 51 years of service to the town. The Board was saddened with the loss of Mr. Durwood Tetreault, who served Upton as Selectman from 1984-1987. The board sends its condolences and wishes the best for his family.

The citizens had the ability to participate in three town meetings within this past year. On March 3, a special town meeting was held with six articles on the warrant, which included salary adjustments, line item transfers, and a state grant matching funds request. On May 5, the Annual Town Meeting was held and the voters addressed 28 warrant articles, which included voting the annual appropriation for the town's operations for the 2017 fiscal year in the amount of \$20,702,889. The citizens also voted on articles which included funding engineering services for the Fiske Mill bridge repairs, funding necessary road work, amendments to town bylaws, capital purchases, and two citizen petitions. On November 15, the fall town meeting was held with 20 articles on the warrant. Articles included transferring funds for capital and other equipment purchases, funding to make the necessary repairs to the Fiske Mill Bridge, budget line item transfers, and two citizen partition articles.

At the November town meeting, Article 1 on the warrant was intended to utilize existing town funds to lower the tax rate to the citizens of Upton as a previous stated goal by the Board of Selectmen. In preparing for the meeting and reviewing the town's finances, the Board estimated that due to curbing spending, increase in property values, and the anticipated increase in new homes in the town, the tax rate was decreased by 40 cents from \$18.56 per thousand to \$18.16 per thousand. A special thank you to all staff and individuals who worked extremely hard to make this tax rate savings a reality.

The Board was extremely pleased at some of the successes and recognitions received by the town departments. In May, the Upton Police Department was awarded state re-accreditation and, at that time, only 61 communities in Massachusetts has received that distinction. In August, Police Chief Michael Bradley Jr. was appointed to the Massachusetts Police Accreditation Commission Board of Directors. In September, the Board was proud to participate in the promotion Sargent Bruce Rivard to the position of Police Lieutenant. In May, Police Officer Mathew Rankins was honored for his discovering, reporting, and unselfish bravery in his life-saving alert of residents in a home on Hopkinton Road who were asleep while their attached garage was on fire. Members of the Upton Fire and EMS Department were also recognized for their quick actions and ultimately saving the home from total destruction.

The town made progress in dealing with certain properties in Town regarding clean up and maintenance of abandoned or other specific properties. Multiple town departments and individuals should be commended for their involvement and professional approach as they dealt with some difficult situations within certain homes in the town.

The Board continues to look at the processes that create efficiencies, accountability, and proper fiscal planning. This past year, the Board continued to improve on its "paperless" initiative with the board using I-Pads for all its meetings and all agendas as well as back up paperwork posted electronically. The town continues to work with other towns and communities on inter-municipal agreements. Currently, we provide and share nursing services with the towns of Blackstone and Bellingham,

conservation agent services with the town of Northbridge, 911 services for the town of Hopedale, and a water emergency interconnect agreement was finalized with the town of Grafton. The Board also worked with the Green Committee in requesting proposals and seeking best possible pricing for a Solarize Upton Program for homeowners. A company was selected and informational sessions will occur at the beginning of 2017. Town department leaders and others worked very hard to seek out and apply for funding grants that would benefit the Town. Upton was successful in receiving 21 grants in 2016 which totaled \$760,906. The Board also actively participated in the Library Feasibility Study, the Mendon/Upton Multi Board, the Opioid Task Force Committee, as well as individually attended boards, committees, and commissions as required.

Many community initiatives and events occurred last year. In May, the Board hosted a multi-board forum open to the public on the proposed Algonquin gas line project. In October, the Upton Heritage Committee sponsored Heritage Day for the town. This included many events within the Town Hall and Library, a road race at the VFW, and open house at the fire station. The weather didn't quite cooperate, but the event was still a tremendous success. The Upton Men's Club again coordinated an incredible and successful Fourth of July celebration in addition to performing many community services for the town. Upton Fire and EMS Departments hosted Halloween and Christmas events, while the Upton Police Department hosted its annual fishing derby and specialty dinners at the Council on Aging. The Council on Aging also continues to do great community work, which included a breakfast for veterans on Veteran's Day. The DPW Department continues to do its job and provide us with safe roads and reliable utilities, as well as supporting all these town events. The aforementioned are just a few community activities that occurred last year and the Board would like to thank all departments and individuals for their volunteerism and commitment as they assist in making Upton a great place to live. The Board also awarded nine scholarships to high school students within the Upton School systems.

In 2016, four Boy Scouts from Troop 132 achieved the highest rank of Eagle Scout. Zach Crosby, Adam Ober, Aidan Luetkemeyer, and Justin Hawkes completed Eagle Scout projects which included a supply shed for

Memorial School, replanting memorial trees at the VFW, painting a mural at United Parish, and expanding the storage shed at the VFW. Justin Hawkes was the last scout promoted in 2016 and he became the 100<sup>th</sup> Eagle Scout for Troop 132. We are extremely proud of all the scouting troops in Upton, and thank everyone for their dedication and service.

We wish to thank all those serving and volunteering on the many committees and boards and in doing so they make a contribution in improving the quality of life in our town. It is this commitment that helps us move the town forward by adding services and value at low cost to the tax payer.

We encourage all citizens to become more involved and aware of what transpires in our town. Those that do become involve find transparency as to how their town is managed and a better appreciation for the contribution of so many. Town meeting is the ideal setting where every citizen has the right to be heard and their questions answered. After all, it is the citizens of the town that vote the budget and by-laws under which we operate.

Respectfully submitted,

Board of Selectmen  
James Brochu, Chair  
Robert Fleming  
Gary Daugherty

## **REPORT OF THE TOWN MANAGER**

2016 was a quiet but productive year for the Town.

Development of the FY 2016/2017 budget went smoothly this year due to an improving revenue picture, increased state aid and affordable budget requests across the organization. The Selectmen and Finance Committee jointly decided to adopt a strategy this year whereby some of the capital expenditures usually made in the spring would be deferred until the fall when the full budget picture was known. A decision was also made to save some Free Cash to mitigate any tax rate increase on residents. When the budget calculations were complete, the tax rate was reduced by 40 cents/thousand without any need for Free Cash, and the capital expenditures were approved at the fall special town meeting.

Although we moved into the beautifully renovated town hall in the fall of 2014, completion of the new parking lot across the street was accomplished this year. The Town purchased the building at 2 Grove Street in 2015, however demolition did not occur until September, and the lot was approved and constructed later in the fall. This provides an additional 14 spaces for Town Hall, and users of the Risteen building.

It is a consistent goal to provide residents with more information about our government. To that end we began using a new feature of our website that enables us to post not only the meeting agenda, but all publicly available background the Board utilizes at their meetings. The public now has immediate access to all those documents, and we no longer print copies of the packet for the Board. Tablets were purchased this year, enabling us to cut down on paper and copying costs.

The recruitment and retention of excellent staff is a priority of the Board of Selectmen and 2016 brought David Pickart to work for the Town has our Conservation Agent shared with the Town of Northbridge. We also welcomed several new per diem paramedics and EMT's in the Fire/EMS Department to assist us with our Advanced Life Support level of emergency medical services.

Since 2010 the town has been working towards securing approval for a Transportation Improvement Program (TIP) project to renovate and improve the road corridor of Hopkinton Road, High Street and Hartford Avenue North. This project, currently valued at \$11.0 million, reached a milestone this year when the Central Massachusetts Metropolitan Planning Organization (CMMPO) voted to include funding for the second half of the project in 2020. The CMMPO had previously approved the first half of the project from Main Street to the Pratt Pond intersection in 2019, and with this approval the entire project will be completed over a two-year period. The Town will precede the project with a replacement of the water main from Main Street to Fisk Avenue in the summer of 2018 so that no further utility work will be necessary once the roadway is improved.

A new subdivision was proposed this year by Pulte Homes to build 139 units of age restricted housing on Hartford Avenue South on the Northbridge town line. The board was interested in this project going forward, provided that the Town's water and sewer systems were extended to this area. It has been a board priority to increase the number of users of both systems which in turn will spread the costs of these utilities across a greater number of accounts. An agreement was struck with Pulte to have them extend the services to this development at their cost, and still pay a connection fee for each new unit of housing. As the year comes to a close, Pulte has approached the Planning Board seeking approval of a permit to build the development.

We continue to look for ways to provide excellent services at lower cost. This year we negotiated an agreement with the town of Bellingham to offer public health nursing services to them for up to four hours a week. Our town nurse, Trish Parent is performing this work, and the town receives not only her wages, but a portion of the benefits we were already committed to paying, saving the town money. We concluded a service sharing agreement with Ashland for Conservation Agent services, and have replaced it with an agreement to share an agent with the Town of Northbridge. We also renewed an agreement with the Town of Hopedale for emergency 911 services for an additional three years. The acquisition of grants for items or projects that support town services are also a priority

of the Board. The town applied for and won a competitive grant to improve information technology services in the amount of \$31,160 to upgrade our electronic permitting system used by several departments. We plan to replace the system installed three years ago, also with a grant with one that is more user friendly for both residents and employees.

Reducing costs for residents is also a priority of the Board. To that end the Board retained a consultant to develop an energy aggregation plan that would enable the Town to go out to bid for purchased electricity, and pass on a lower rate for this commodity. In November, the State approved the plan that was submitted, and the Town will soon put out a bid, with hopes of notifying residents of the change in early 2017.

Strong financial health of the Town is another priority of the Board. The Town's balances in the area of Free Cash and Retained Earnings for the Enterprise Funds all improved, and the Town did not rely on use of any of its stabilization funds for operations or emergencies. A period of growth in the grand list due to new homes being built and improving home values will allow the Town to continue to provide excellent services without the need for significant tax increases in the next year or so.

I want to thank the Board of Selectmen, staff, and our residents for their support again this year. Grateful thanks go to Sandy Hakala who provides stellar support to our office on a daily basis. As the year comes to a close I have submitted my resignation as I am leaving to join the Town of Wellesley. It has been an honor to serve as Upton's first Town Manager for over 6 ½ years. It has been a true pleasure to work alongside such qualified and dedicated employees, who take pride in delivering a level of service most towns hope for. Their care and concern for all of our residents is exemplary.

Respectfully submitted,

Blythe C. Robinson  
Town Manager

## **REPORT OF THE AFFORDABLE HOUSING TRUST**

The Upton Affordable Housing Trust was approved by the Massachusetts Office of the Attorney General in September 2013 following a vote at the May 2012 Annual Town Meeting to add Chapter 23 entitled Upton Affordable Housing Trust Fund to the General By-Law and a May 2013 Annual Town Meeting vote to change the number of members from seven to five.

The purpose of the Upton Affordable Housing Trust shall be to provide for the preservation and creation of affordable housing in the Town of Upton for the benefit of low and moderate income households. The Trust shall be governed by Trustees in accordance with Massachusetts General Laws Chapter 44, Section 55C and the authority granted and amended accordingly by Town Meeting.

The Trust request two hundred thousand dollars from the CPA affordable housing account at the Special Town Meeting held on November 18, 2014. The motion passed and the requested amount was approximately half of the balance available. The Trust felt the amount was reasonable enough to perform action if an opportunity presents itself. As the Trust moves forward, and if the need arises, a transfer of a determined amount could be requested and made annually from the CPA affordable housing account to the Trust.

On July 13<sup>th</sup> 2015 a Community Preservation Act Grant Agreement was drawn up between the Town of Upton and the Affordable Housing Trust (AHT) set out the agreement for the use of this amount. It also outlined steps for future requests for AHT funds held by CPA account.

In August 2015, the AHT requested the BOS to donate the town land at Orchard Street for use for an affordable housing project and this was approved. The AHT is working with the Central Mass Regional Planning Commission to outline the next steps of the process for the RFP for bids for developing this land.



During 2016 the trustee members have had discussions with other towns, members of Habitat for Humanity and the CMRPC to explore the best opportunities and direction for Upton. They have drawn up a draft RFP for Orchard Street with a goal to selecting contractors in the Spring of 2017 and hope to commence work on the first project by Fall 2017.

Respectfully submitted,

Amanda M Graham, Chair

## **REPORT OF THE ANIMAL CONTROL OFFICER**

Mike Moran, was hired for the position of Upton Animal Control Officer on July 1, 2014.

Since being hired as the ACO for Upton, I answered 200 calls regarding domestic and wildlife animals for the year 2014. I responded to 70 incidences regarding domestic and wildlife animals for the year 2014.

As the ACO, I issued 14 quarantines. 13 of those quarantines were for dogs. 1 of the quarantines was for a horse.

As part of the ACO responsibilities, I have conducted 60 barn inspections as required by the state of Massachusetts to ensure the residents of Upton are maintaining a safe and healthy, clean environment for their livestock. I recorded all livestock and forwarded the information to Massachusetts Department of Agriculture. I recorded the number of small and large farms in Upton and forwarded that information to the Town of Upton.

The Town of Upton has 6 dog kennel licenses issued. There are 848 dogs that are licensed in the Town of Upton. Approximately 200 dogs that are not licensed in the Town of Upton.

The livestock that resides in the Town of Upton is as follows:

Horses-168	Game Birds-13	Donkeys-8
Cows-22	Pigeons-80	Mini horses-27
Sheep-23	Peacocks-5	Chickens-275
Goats-73	Pot belly pigs-2	Turkeys-1
Llamas-6	Deer-4	Rabbits-30
Alpacas-11	Ponies-1	Water Fowl-49

Respectfully submitted,

Mike Moran  
Animal Control Officer

## REPORT OF THE BOARD OF ASSESSORS

The Upton Board of Assessors is pleased to announce that we received approval from the Department of Revenue (DOR) for the FY2017 tax rate of \$18.16, a decrease of \$.40 per thousand over the FY2016 tax rate.

The FY2017 tax rate of \$18.16 per \$1,000 valuation includes eight debt exclusions, shown below, which account for \$1.52 of the \$18.16.

Debt Exclusions	Amount	Expiration
Nipmuc High School	\$.42	2017
Wastewater Treatment Plant	.11	2019
Fire Station	.25	2020
Stefans Property	.11	2020
Memorial School	.42	2024
Miscoe Hill School	.08	2024
Blackstone Valley Technical School	.03	2025
Third Water Source	.10	2033
Total Exclusions	\$1.52	
Tax rate within Proposition 2½	16.64	
Total tax rate	\$18.16	

The FY2017 tax rate is based on the FY2017 budget and other financial expenditures voted for at Upton Town Meetings. The total amount voted to be raised and appropriated was \$19,361,310.

The assessed value of all property in Upton is \$1,066,151,429, which consists of 94.4% residential property, 2.09% commercial property, .92% industrial property, and 2.58% personal property. Upton has a single tax rate for all property classes.

Upton tax bills are paid on a quarterly basis. The first two payments are preliminary, based on the previous year's tax rate and value. The second two payments are based on this year's tax rate and value. Therefore, the second two payments will be greater than the first two preliminary bills. The final two quarterly adjusted bills are mailed in late December and are due in February and May.

As required by Massachusetts General Law, DOR performed its triennial certification this year. This certification ensures that we are assessing at full and fair cash value, the values were derived using generally accepted mass appraisal practices, the values are supported with current market evidence and values are uniformly and equitably applied to all property. DOR certified our valuations in October.

We also began and completed the first phase of a three-year property measure and list audit. We inspect the interior and exterior of every property over a three-year period, and update property inventory data as needed, to fulfill the state's requirement that every property be inspected at least once every 9 years. The next phase will begin in March/April.

The Board would like to recognize our Department Coordinator, Tracey Tardy. Tracey earned her Massachusetts Accredited Assessor designation in 2016. She worked hard over the last two years to complete the requirements and we congratulate her on earning her well-deserved MAA designation.

Assessors Bill Taylor and Kelly McElreath completed DOR's required new assessors training. The training provides assessors with an understanding of their roles and assessment concepts such as mass appraisal, triennial certification standards, Prop 2½, the tax rate setting process, abatements, exemptions, and motor vehicle excise.

Lastly if you have any questions concerning property assessment, the tax rate, exemptions, and abatement applications please contact the assessors' office. The office is open Monday, Wednesday & Thursday from 8:00 am to 4:00 pm, Tuesday 8:00 am to 6:00 pm, and Friday 8:00 am to 12:00 pm. The Board of Assessors also meet on the 2<sup>nd</sup> & 4<sup>th</sup> Wednesday at 4:00 pm. The public is invited to any of these meetings. Please contact us at 508-529-1002 or email [boa@uptonma.gov](mailto:boa@uptonma.gov) if you have any questions.

Respectfully submitted,

James Earl, Chairman, Kelly McElreath, William Taylor

## **REPORT OF BOARD OF HEALTH**

The Board of Health respectfully submits the following report for the year 2016. Board members were as follows; Chairman, Richard Desjardins; Member, Richard Robinson; and Member, Al Holman.

The following were also appointed/re-appointed to their positions:

Animal Control Officer	Mike Moran
Burial Agent	Kelly McElreath
Assistant Burial Agent	Kenneth Pederson
Agent	Patricia Parent
Title 5 Agents	Lenny Izzo & Paul McKeon
Food Inspector	Janice Skinner
Asst. Public Health Supervisor	Diane Tiernan
Town Nurse	Patricia Parent
Town Physician	Dr. Donna Krauth

During the year 2016, BOH staff conducted routine barn, septic, food, and housing inspections. Complaints pertaining to housing, animals, restaurants, trash and other similar health concerns were addressed by the board members and its staff.

The Board meets every second and fourth Thursday of the month to address any public health issues and to review septic and subdivision plans.

The hazardous waste day and shredding event was held during the summer of 2016 for Upton residents, free of charge. This was the last year that the BOH accepted bulk items, metal, and electronics. Future events will be for the collection of hazardous waste only. Shredding events will continue as long as there is a desire from the residents.

Food inspections were completed by the food inspector on all food establishments in town. These inspections are completed bi-annually with follow up inspections of any establishment with violations. Inspections indicate the establishments are clean and operational with only minor violations. These inspection reports are available to view at the Board of Health office.

The local swimming area, Kiwanis Beach is tested on a weekly basis for coliform, during the summer swim season as required by Massachusetts state laws. No elevations of coliform were reported in 2016, so that the beaches remained open during the entire swim season.

During the year, the Board was challenged with issues that included properties requiring condemnation and abandoned homes. The Board worked with various town departments as well as the Attorney General’s office in an effort to improve the properties.

The town nurse was able to vaccinate 200 residents this year, in spite of the lack of vaccine in the mist form. Following the CDC recommendations, the flu mist is no longer available to residents. The Town Nurse continues to attend MA public health emergency meetings to stay updated on plans and procedures to follow before, during and after an emergency.

Communicable diseases reported in 2016

1 Campylobacteriosis	6 Influenza
3 Hep C Chronic	2 Shiga toxin producing organism
2 Hep A	1 Varicella
1 Hep B Chronic	1 Giardiasis
23 Lyme Disease	

Permits issued under the BOH in 2016

Food	31	Well	15
Garbage & Offal	10	Septic permits	36
Tobacco Permits	7	Perc & Deephole	25
Installers	23	Dumpster	32
Trash Bags Sold	123,922	Complaints Received	28

Respectfully submitted,

Richard Desjardins, Chair,  
Al Holman,  
Richard Robinson

## **REPORT OF THE CABLE ADVISORY COMMITTEE**

In the Summer of 2016 the Cable Advisory Committee was brought up to full strength of three serving members. The new additions were:

Dominic Coombe  
Gordon Arthur

George Mattingly remained on the committee.

Blythe Robinson and Glenn Fowler assisted the initial meeting. Glenn Fowler remains to advise the committee on UCTV and historical information regarding the committee

### **Cable Licenses**

The Comcast license was just recently renewed but the Charter license is to expire in 2020. Discussions with Charter will be initiated in 2017.

Challenges for the upcoming committee are the transformation of the cable TV industry and the blurring of traditional cable TV and new streaming TV. The committee will also focus on whether it is possible to offer advice and assistance with information to the local community regarding self-help and news.

The committee agreed to meet on a regular basis tentatively on the third Monday of the month with a fall back date of that Wednesday.

Respectfully submitted,

Dominic Coombe

## REPORT OF UPTON CABLE TELEVISION

UCTV has continued to provide expanded programming schedules with twelve to fourteen programs each day and the schedule is updated with new material each Monday.

Local productions include the coverage of all town meetings, school committee meetings, selectmen meetings and occasionally BVT school committee as well. Other towns in the district provide coverage the rest of the time. We have recently added Upton Housing Authority by popular demand to our list of covered meetings. Our anchor program, "Be My Guest", continues to be produced in our remote studio over the Library.

Our recent investment in HD cameras and large screen TV equipment for Little Town Hall and lower level conference room has apparently been appreciated by the various boards and committees that now use these facilities from time to time. New technology allows this equipment to be used to display internet activity and/or PowerPoint like presentations for interactive dialog with a presenter when not being used for traditional TV purposes.

Local productions are viewed on:

Cable Channel 192  
[uptonma.gov/pages/video-streaming](http://uptonma.gov/pages/video-streaming)  
YouTube.

For those who do not have access to traditional television, it may be possible to get a copy of some programs on DVD at the library or by special request at the studio workshop. Find us at [uptonma.gov](http://uptonma.gov).

Respectfully submitted,

Glenn Fowler  
UCTV Local Access Provider



# REPORT OF THE CAPITAL BUDGET COMMITTEE

## Per Chapter 9 of the town by-laws

"Committee to be known as the Capital Budget Committee shall be established composed of one member of the Town Finance Committee appointed by it and from it, one member of the Planning Board appointed by and from it, and four additional members to be appointed by the Finance Committee. The members from the Finance Committee and the Planning Board shall be appointed for one-year terms. The other members shall be appointed for four-year terms such that one will expire each year. Vacancies shall be filled for the unexpired terms in the manner of the original appointments. The Committee shall annually prepare a Capital Budget program for use by the Finance Committee, the voters, other Town Boards and officials in their deliberations. The Committee shall publish such a report or a summary thereof in a suitable manner and deposit the original with the Town Clerk. No motion relating to any capital expenditure of in excess of \$100,000.00 or any appropriation for such a capital expenditure shall be acted upon at any Town Meeting until it has been submitted to the Committee, except where provided otherwise by law. It shall be the duty of the Committee to make a recommendation, either verbally or in written form, to the Town Meeting concerning each article or transfer relating to capital expenditures of the Town."

## Process

A Capital Improvement Program (CIP) was initiated by the town manager this year which has made the budget process more efficient and timely.

[http://www.uptonma.gov/sites/uptonma/files/uploads/capital\\_improvement\\_program\\_1.pdf](http://www.uptonma.gov/sites/uptonma/files/uploads/capital_improvement_program_1.pdf)

## Votes

The committee votes and issues on capital projects were as follows:

- Selectmen's request for \$280,000 for Fiske Mill Bridge engineering services.
  - Favorable recommendation
- Additional amount of \$350,000 above Chapter 90 money road construction/repair.
  - Favorable recommendation
- Attended a joint meeting with the library trustees and building committee where the Capital Budget Committee voiced their concerns that a comprehensive building proposal must include a plan that takes into account the changing role libraries play in the digital world.
- A letter was sent to Governor Charlie Baker voicing our concerns with outdated building requirements.

Respectfully submitted,

Kenneth Glowacki, Chairman  
Dave O'Brien, Secretary  
Tom Davidson, Member Planning Board  
Steven Matellian, Member FINCOM  
Frank Aniello, Member

## REPORT OF THE CEMETERY COMMISSIONERS

### Financials Ending 6/30/16

Revenue:	Value	Count
Sale of Lots	\$ 450.00	9
Perpetual Care	\$ 4,250.00	10
Register Deeds	\$ 175.00	7
Interest Income	\$ 10,056.56	
Investment Loss	(\$ 13,773.70)*	
Open/Close Graves	<u>\$ 17,350.00</u>	41
<b>Total:</b>	<b>\$ 18,507.86</b>	

### Expenses:

Expenses	\$19,675.86
Salaries	\$ 750.00
Dues/Fees	<u>\$ 180.00</u>
<b>Total:</b>	<b>\$20,605.86</b>

Above as recorded by the Commission

### Ledger Balance:

Perpetual Care	\$350,676.00*
Interest Income	\$ 61,851.22
Sale of Lots	\$ 3,004.23

\*Investment account experienced a loss during the year

### Improvements and Thank You

By special request of DPW Director and Dan Brochu, Chair posted a meeting with Eagle Scout Dan Brochu who presented a final list of proposed path names for his Eagle Scout street sign project and was granted approval from the Commission.

In addition to excellent service for year-round maintenance and funeral openings and closing, DPW was able to improve pavement along Perch Rock Road at the back of our facility.

Some work continued with rehabilitation of the First Burying Ground off Grove Street.

The Commissioners completed transfer of all data from a variety of sources to an Access Database. Since conversion, they have spent considerable time verifying the records transferred against what is found on the ground. Lot corner pins have been refurbished in sections one through three and contents of sections four and five have been verified and reconciled where discrepancies were found.

DPW Director has requested termination of DPW installation of lowering devices and greens for burial services beginning July of 2016. Now to be provided and coordinated by the funeral director in charge.

The commission developed, coordinated, and approved several policy/procedures for doing business on a routine and consistent basis.

The commission has begun to explore methods by which the new database can be made available to the public on the town website. Yet another conversion will be required to migrate from Access to SQL and then to build a presentation layer on top of the server data structure. A number of proposals have been explored. No immediate decision is likely until integrity of the data we have can be improved and verified during the coming months.

Respectfully submitted

Glenn Fowler, Chair  
William Taylor, Secretary

**REPORT OF THE DEPARTMENT OF CODE ENFORCEMENT**

This past year has continued to be one of tremendous growth and activity for the Department, thanks to the new construction currently underway at our two sub-divisions: Crosswinds and Rockwood Meadows. As a result, building permits for new construction have remained on the rise and we are optimistic that this coming year will be as productive. Sadly, in October, Walter Hopkins resigned his position as Plumbing and Gas Inspector after over 51 years of service to the town. His presence will be deeply missed by all.

**CODE ENFORCEMENT**

Patrick H. Roche	Building Commissioner / Zoning Officer
Stephen C. Johnson	Local Building Inspector
Walter A. Hopkins	Plumbing & Gas Inspector
Thomas E. French	Assistant Plumbing & Gas Inspector
John G. Poirier, Jr.	Wiring Inspector
David A. Stanley	Assistant Wiring Inspector
Diane C. Judd	Department Coordinator

**PERMITS ISSUED**

<b>Building Division</b>		<b>Wiring Division</b>	
New Home Construction	47	New Home Construction	48
Accessory Building	18	Accessory Building	3
Additions	10	Additions	8
Alterations/Remodels	29	Alterations/Remodels	25
Basement Finish	10	Basement Finish	9
Decks	13	Central AC	9
Demolition	8	Commercial	1
Doors & Windows	35	Appliances	2
Garage	2	Furnace/Oil Burner	11
Insulation	16	Garage	3
Other	16	Generator	9
Pools	9	Pools	6
Porch	1	Rewires	26
Repairs	16	Septic	1
Roof	46	Service Change	5
Sheet Metal	47	Solar	48

Solar	48	Security Alarm	23
Temporary Structure	4	Temporary Service	6
Solid Fuel	8	Other	28

### **PERMITS ISSUED**

Building Permits	383
Wiring Permits	271
Plumbing Permits	124
Gas Permits	113

Building Permit Revenues	\$234,226.66
Wiring Permit Revenues	\$ 39,259.64
Plumbing & Gas Permit Revenues	\$ 23,735.00

**Total Revenue** **\$297,221.30**

### **ZONING BOARD OF APPEALS**

Joseph D. Lurie	Chairman
Stedman F. Briggs, Jr.	Member
William Andrews	Member
James R. Bates, Jr.	Alternate
Richard Desjardins:	Alternate
Denise Smith:	Department Assistant

<b>Variances</b>	12	<b>Special Permits</b>	5
2-Family Designation	1	Class II License	1
2nd Residential Structure	1	Class II License*	1
Additions/Renovations	2	Medical Marijuana Grow Facility*	1
Demo & Replace Structure	2	Office Trailer	1
Frontage	W	Storage Units	W
In-ground Pool	1		
Office Building(s)	1		
Shed	3		
Variances Granted	10	Special Permit Granted	2
Variances Denied	1	Special Permit Denied	0

Variances Withdrawn	1	Special Permit Withdrawn	1
Variances Continued	0	Special Permit Continued	0
Variances No Action	0	Special Permit No Action	0
Appeal Hearings	0		
Total Hearings	17	* Continued to 1/18/17	

A special thank you, once again, to all of the Inspectors of the Code Enforcement Department for their hard work, integrity and diligence in the conduction of their inspections, as well as to commend them for their professionalism, attention to detail and ongoing professional development. With Safety Codes ever changing, it is crucial that we interpret and enforce the various Codes in order to ensure the safety and well-being of our residents. The Code Enforcement Department also wishes to thank Diane Judd, our Department Coordinator, for her outstanding support in the office. Diane keeps the office running on a day to day basis and works diligently to resolve any issues that may arise. She goes above and beyond to try and help the contractors and citizens of the town.

My thanks also to our Town Manager as well as the Board of Selectmen for their ongoing support of the Code Enforcement Department over the years.

Finally, my thanks to all the various boards, committees, and commissions with whom we deal, as well as the admirable residents of Upton, for their input, collaboration and support.

Respectfully submitted,

Patrick H. Roche  
 Building Commissioner / Zoning Officer

## **REPORT OF THE COMMUNITY PRESERVATION COMMITTEE**

The Community Preservation Committee (CPC) meets the first Wednesday of each month, unless otherwise posted, at the Upton Town Hall at 7:30 p.m. in the Ground Floor Conference Room.

In accordance with state law, the appropriate Community Preservation Act (CPA) funds were transferred to each of the required designated accounts, namely: historic resources, community housing and open space.

The fourth-year payment (\$292,050) of debt service on the general obligation Town Hall Renovation Bonds was approved at the November Special Town Meeting.

Two projects which had been funded in November of 2015 were completed this calendar year. An access road and parking area adjacent to the Kiwanis Beach soccer field funded by CPA (\$159,000) was completed in the summer of 2016. The road will allow safety equipment and personnel to reach the field in case of injury and allow parents and grandparents who might be physically challenged to attend sporting events. Treatment of an invasive aquatic weed species choking Lake Wildwood was also funded (\$24,000) to restore and rehabilitate the Lake for public use.

In November of 2015, the Town received \$144,368 from the Community Preservation Act Trust Funds. This was a 37.3% match of projected town revenues. This brings the total of CPA trust fund grants to the Town of Upton over the last 13 years to \$2,613,439. In conjunction with town revenues, state grant funds have allowed the Town of Upton to address the preservation and rehabilitation of the Upton Town Hall, the preservation of town records, the refurbishment of a number of recreational facilities, the preservation of open space and the opportunity to explore the need for affordable housing.

The CPC would like to thank the voters and other town officials for their help and cooperation in administering these funds.

Respectfully submitted,

Rena M. Richard, Chair, David Adams, Paul Carey, Edward Darragh,  
Richard Desjardins, Richard Gazoorian, Rick Holmes, Christine Scott,  
Russell Wood

## **REPORT OF THE CONSERVATION COMMISSION**

The Commission administered the Massachusetts Wetlands Protection Act and the Town Wetland Protection Bylaw. No projects were denied by the Commission in 2016. Regular public meetings were generally conducted bi-weekly and numerous site inspections were held during the year. Many sites were reviewed and approved for building permit application sign-offs by the Conservation Commission Agent. The following major projects were monitored in 2016: Crosswinds subdivision site work located between Plain and Station Streets, Rockwood Meadows on East Street, NEXAMP solar facility on Milford St and many Town roadway re-paving filings. The Commission also informally resolved several other minor violations of the Wetland Protection Act.

### **Applications/Requests received**

- Notice of Intent (NOI) = 25
- Request for Determination (RDA) = 11
- Abbreviated Notice of Resource Area Delineation (ANRAD) = 2
- Request for Certificate of Compliance (COC) = 13
- Order of Conditions (OOC) Extensions = 11

### **Decisions/Actions issued by the Commission**

- Order of Conditions (OOC) issued = 20
- Determinations = 11
- Order of Resource Area Delineation (ORAD) = 2
- Certificate of Compliance = 10 (including 1 partial)
- Order of Conditions Extension = 11

The Commission provided several comment letters to the Planning Board regarding applications for Large Lot Subdivisions and other development proposals.

The Commission and the Board of Health administered town funds allocated for beaver control. Funds were expended to maintain existing pond levelers to regulate the water levels at several locations. The Board of Health authorized trapping at several locations.

The Commission received the final report for a 2014 – 2015 study concerning habitat use by the Wood Turtle along the Warren Brook riparian corridor. Study costs were provided by a fund established by the



Massachusetts Natural Heritage and Endangered Species Program as a permit condition for a recent private development project in town.

The Conservation Commission received a completed Forest Stewardship Plan for the Warren Brook Watershed Conservation Area and adjacent town owned land in north Upton. The Massachusetts Division of Fisheries and Wildlife and Massachusetts Audubon Ecological Extension Service provided supplemental material. The Commission is consolidating this information into a comprehensive land stewardship plan which will be available in 2017. The Town was reimbursed for the full cost of the completed Forest Stewardship Plan as well as an outreach plan prepared by the Upton Land Stewardship Committee through a grant from the DCR. The Town was sued by an individual who claimed ownership to 1.7 acres of the Warren Brook Watershed Conservation Area. The Town disputed the claim and was prepared to go to trial in Land Court. Just prior to the trial the claim was withdrawn and the case dismissed.

The Commission has been monitoring Pratt Pond Ice-Out as an indicator of climate change since 2010. Pratt Pond Ice out is defined as first day in spring when no ice is visible in the pond from a vantage point near the intersection of School Street and North Main Street. In 2016, the pond was ice free on February 26 and again on March 26th.

Matthew Selby resigned his position as the Commission's agent in December of 2015. "Selby" worked as the agent for 5 years. He did a great job for the Town's natural resources and residents. Ashland's agent, Maeghan Walters, acted as Upton's interim agent from February through May of 2016. She built on Selby's work. In June, the Conservation Commission welcomed David Pickart as the Conservation Agent for the towns of Upton (11 hours per week) and Northbridge (8 hours per week). His experience and knowledge will greatly benefit the town.

Respectfully submitted,

Christine Scott, Chairperson  
Mike Penko, Vice-Chairperson  
Sandra Lajoie, Treasurer  
Scott Heim, Member  
Thomas Jango, Member

Alan Miano, Member  
Marcella Stasa, Member  
Mary Overholt, Associate  
Denise Smith, Admin Assistant  
David Pickart, Agent

## **REPORT OF THE COUNCIL ON AGING**

The Upton Center's dedicated staff and volunteers provide a variety of services and referrals to address many important issues facing the residents of Upton. Activities and programs are specifically designed to address the following: health, fitness, wellness, information and referral assistance, meal(s) and nutrition, transportation services, social and recreational activities, education arts programs, and intergenerational programs. Attendance at programs continues to increase. There were 3,792 "check ins" (swipes using the computer program "My Senior Center") during 2016. After reviewing statistics, it was determined that Thursday and Friday were the busiest days of the week and the month of April was the busiest month, followed by the months of January, February, November, and December.

Regular weekly activities and programs included Tai Chi, Strength and Stretch, Wii Bowling, Library Table, Computer classes, SHINE (Serving Health Individual Needs of Everyone), Canasta, Knit & Crochet Group, Bingo, and Card Games. Monthly programs included Coffee Socials, Holiday Parties, Crafts, Monthly Movie, Birthday Bash, Educational Presentations, Out to Lunch Group, Creative Projects, Health Talk, trip to BVT salon and the Men's Club Supper. Annual events included the Upton Police Association's Senior Spaghetti Dinner," a Volunteer Appreciation Day in collaboration with Tri Valley and multiple collaborations with Senator Michael Moore and State Representative David Muradian.

Jessica Mauro, Social Services Coordinator, had a very busy year. She provided general information to 108 residents of Upton. In-house she had scheduled 193 appointments. She answered 685 phone calls seeking information. Jessica is a Certified SHINE Counselor and assisted 100 residents with insurance questions. She completed 24 SMOC (heating) applications and 59 SNAP (food stamp) applications. Jessica assisted the Bloomer Girls in delivery of holiday meals to Upton Residents in need.

Al Vautour is our Nutrition Site Manager for Tri Valley Services. Congregate meals continue to be served Monday through Friday and Meals-on-Wheels are delivered to the towns of Upton and Hopedale.

Grace Wadsworth, a longtime resident and volunteer, was awarded Tri Valley’s “Volunteer of the Year”.

Drivers John Saulen, Lori McGann, and Jim Earl provide transportation services weekdays to a variety of shopping destinations and medical appointments. During the year 1181 rides were given. Special evening and weekend trips were also provided to the concert series at Kiwanis Beach, the Sherriff’s Annual Picnic, and the Friends of Rachel’s dinners at BVT.

Our monthly newsletter, The Chronicle, is available on the town website and in print at several locations throughout the town. Highlighted programs are publicized on the town cable station. You can find us on Facebook and the Upton Town Website.

Upton Center Staff	
Social Services Coordinator	Jessica Mauro
Department Specialist	Bernadette Denson
COA Assistants	Deb Saulen and Karen Varney
Drivers	John Saulen, Lori McGann, Jim Earl

Upton Council on Aging Board	
Chair	Myra Bigelow
Vice Chair	Betty Consigli
Secretary	Maria Griffin
Member	Judi Blanchard
	Annette Castonguay
	Richard Provost
	Grace Wadsworth.
	Laurie Fantini
	Josephine McLaughlin
	Judie Pitts

Thank you to all the other Town Departments, our Town Manager, and the Board of Selectmen for their continued support.

Respectfully submitted,  
Janice Read Nowicki, Director

## REPORT OF THE CULTURAL COUNCIL

The Cultural Council respectfully submits the following report for the year 2016. Council members were as follows: Co-Chairs, Jodi McGowan, and Shelley Ryan; Treasurer, Jennifer Johnson; and Members, Jennifer Conrad, Dawn Piekarski, JoAnn Fitts, and Julie Johnson.

We are pleased to report that we granted \$5,286.00 in grants. Since our last report, the Upton Cultural Council received 18 applications and approved 11 with partial or full funding. The following is a list of grants funded:

- Gregory Maichack's Pastel Paint workshop granted \$485
- William Moffit holiday concert granted \$300
- Mark Mandeville 2017 Mass Walking Tour Concert granted \$500
- Cathy Frary's Heat and Temperature project, granted \$525
- Karen Arnold's Miscoe newspaper printing request granted \$315
- Davis Bates, Under One Sky event granted \$425
- Nipmuc School Counseling Center's Wellness week granted \$1,500
- Ashley MacLure's Mosaics and Sculpey Monsters workshop granted \$250
- Mendon's 350<sup>th</sup> Anniversary granted \$211
- The Hurricane, sponsored by the Friends of the Upton State Forest granted \$650
- Johnny Diamond's Valentine's Day Celebration granted \$125.

The council continued to alert citizens of upcoming events and add photographs of events as they happen at

<https://www.facebook.com/groups/1496357997300885/>

or on Facebook, search Upton Cultural Council.

Respectfully submitted,

Jodi McGowan, Co-Chair,

## **REPORT OF THE DEPARTMENT OF PUBLIC WORKS**

The Department of Public Works hereby respectfully submits their annual report for the year ending December 31, 2016.

### **HIGHWAY DIVISION**

The winter of 2015 – 2016 was a relief from the previous year's record setting season for snowfall accumulation. Though we experienced unseasonably mild temperatures throughout the season, the DPW had responded to 24 winter storm events, with total snowfall accumulation of 104 inches. The Highway Division worked tirelessly in their effort to keep the roads and sidewalks safe and clear for motorist, pedestrians and emergency vehicles. Other completed projects by the Highway Division include: is the 5th snowiest on record

- Repaired and/or replaced (29) catch basins and man-hole structures
- Roadway repair (patched) various locations throughout Town
- Painted stop bars and crosswalks throughout the Town
- Conducted windshield survey for hazard trees on all public ways and removed several identified hazard trees and limbs.
- Cleaned and reshaped drainage trenches throughout Town
- Conducted extensive roadside brush cutting so to provide safe sight distance for motorist, cyclist and pedestrians.
- Submission of Annual Stormwater Report to the EPA
- Swept 75 miles of roadway
- Cleaned 858 catch basins
- Disposed of 2,300 yards of catch basin debris and street sweeping.
- Replaced 28 various types of street and traffic signs
- Replaced/Installed 1,900 feet of guard rail;
  - Grove Street – various locations
  - North Street, near #32
  - Mendon Street at Plain Street intersection

The Highway Division reconstructed and paved 4.3 miles on the following roads with Massachusetts Department of Transportation (MassDOT) Chapter 90 funding and Town Meeting appropriation:

	STREET	LOCATION	WORK
1.	Westboro Road	Southboro Rd --Town line	Mill/Repaved
2.	North Street	Westboro Rd – Mechanics St.	Mill/Repaved
3.	Grove Street	Mendon St – Main St	Mill/Repaved
4.	Crockett Road	Full length	Pavement Shim and Overlay/ Rubber Chip Seal
5.	Municipal Playground	VFW/ Milford St	Rubber Chip Seal

The Highway Division Crack Sealed a total of 6.2 miles for the following roads:

Chestnut Street	Jonathan’s Way
Mendon Street	Epriam’s Way
North Main Street	Nathaniel Way
Pleasant Street	Pierce Lane
Warren Road	Rochdale Hill Circle
Meadow Drive	Stage Coach Road
Merriam Way	Reservoir Lane

This past year also included the assignment of special projects taken on by the Highway Division, saving the Town an estimated \$45,000.00. These special projects include:

- Construction of the new Grove Street Municipal Parking Lot
- Culvert replacement project between 83 and 91 Grove Street
- Culvert Repair Project at 32 North Street
- Reconstruction of Oak Knoll cul de sac

I would like to thank John Johnson, Highway Supervisor and his team of the Highway Division for their hard work and dedication throughout the year.

## **PARKS, FORESTRY, & CEMETERY DIVISION**

The Department of Public Works - Parks, Cemetery and Forestry Divisions hereby respectfully submit their Annual Report for the year ending December 31, 2016.

The Parks, Cemetery and Forestry Divisions maintains 28 acres of Town owned property at Kiwanis Beach, Leland Field, West River athletic field; as well as the three Town cemetery’s; First Cemetery located on Grove

Street, Lakeview located on North Main Street, and Bradish Cemetery located on Westboro Road at North Street. In addition to these locations, the Division also maintains the grounds at Town Hall, Library, Town Common, Police and Fire Stations, and street islands located throughout Town. Other tasks performed by the *Parks Division* includes the following;

- Performed routine maintenance of irrigations systems at all municipal sites
- Installed new irrigation zone at Kiwanis Beach Soccer field and beach area.
- Invasive Aquatic Species Program:
  - Full scale treatment at Lake Wildwood, and spot treatment at Pratt Pond
- Annual spring and fall cleanup
- Brush clearing and chipping
- Mow, fertilize, lime, aeration, overseeding, and application of compost top dressing on all fields throughout the growing season.
- Dam maintenance, monitored water level throughout year
- Shrub and Tree trimming
- Soil analysis
- Town beach water quality – sampling and maintenance, performed weekly
- Pesticide and herbicide applications
- Fencing repairs as needed
- Playground equipment safety inspections and maintenance
- Collect trash in the 25 barrel located throughout Town, performed weekly
- Collection of Revenue generated at Kiwanis Beach
- Annual installation and removal of docks at Kiwanis Beach
- Refinished 7 picnic tables and 25 trash barrels
- Installation of 270 feet of guard rail along access and parking lot area of Kiwanis Beach
- Installed 170 feet of chain link fencing along Kiwanis softball field

- Submission of Annual Report to the Massachusetts Department of Agricultural Resources for the application of pesticides and herbicides.

Tasks performed at ***Lakeview Cemetery*** includes;

- Excavated reconstructed back road of Lakeview Cemetery
- Planted three sugar maple trees
- Installed 445 feet of new wooden guard rail adjacent to Pratt Pond and along back access road
- Application of grub control in the front portion of the cemetery
- 24 full burials
- 13 cremations

Tasks performed within the ***Forestry Division*** includes;

- Second Annual “Seedling Program” held – “Volunteered” distributed over 300 tree seedlings to Memorial School.
- Removal of dozens of dead, diseased and hazardous trees throughout Town
- Several tree stumps grounded throughout Town.
- 12 tree butts removed
- Handled all emergency calls

## **WATER & WASTESEWER DIVISION**

The Department of Public Works, Water and Wastewater Division hereby respectfully submit the Annual Report for the year ending December 31<sup>st</sup>, 2016.

The Water and Wastewater Division utilized in-house staff for several projects, resulting in savings to the Town and its ratepayers. The Department also began to perform several repairs, upgrades and planning to economically update its aging infrastructure and assets. We also completed a remote accessing installation for operators to monitor and make adjustments within our systems to improve our efficiency and lessen the need for staff to be on site after hours. Other accomplishments for the year include:



## **Wastewater**

- The installation of new environmental monitoring equipment in the WWTF wet well.
- The in-house construction of a catwalk structure on the Gravity Belt Thickener, saving approximately \$10,000 dollars.
- The purchase and installation of life rings around tanks for staff safety.
- Operational modifications at the WWTF which have lowered chemical consumption costs and nutrient discharge levels from the facility.
- The installation of security equipment for the protection of Town assets.
- Ongoing reformatting and updating of record keeping to improve the accuracy and efficiency of operations and asset management.
- Performed extensive upgrades, modifications, and purchases throughout our facilities to improve safety for staff and the public.

## **Water**

- Performed in-house upgrades to the chemical storage area at the Glen Ave. station, saving the Town nearly \$20,000.
- The professional cleaning and inspection of both Towns water storage tanks.
- Performed a thorough, but modified spring and fall hydrant flushing program with respect to the regions drought concerns.
- Performed operational modifications and programming at the North St. booster station to improve its fire protection capacity as well as its efficiency and performance.
- Performed professional leak detection town wide.
- Performed the in-house replacement of a significant section of old problematic piping on Milford St.
- Began planning and design for 3 water main replacement projects on Hartford Ave North, Milford Street, and Brooks Street.
- Performed extensive upgrades, modifications, and purchases throughout our facilities to improve safety for staff and the public.

## **Performance**

- The Water Division pumped and treated 136,658 MG gallons of potable water from its 3 municipal well fields in accordance with federal, state and local regulations.
- The Wastewater Division treated and discharged 59,730 MG gallons of wastewater within permitted levels for the year.
- 34.42 dry tons of waste sludge were processed and disposed of by the wastewater division.
- The Water Division performed repairs or replacements of 6 water services, 3 water main breaks and 2 fire hydrant replacements.
- Responded to 30 after hour's water alarms and 11 after hour's wastewater alarms.

I'd like to give thanks to the water/wastewater team of Dean Parker, Todd Broberg, Jason Fleury and Ed Dela Motte for their hard work and efforts in achieving our many goals and accomplishments. I'd also like to acknowledge their efforts in attending and obtaining a lot of advanced training, licensing, and certifications to better serve the department and community. Thanks, as well to the Highway Division and our Administrative Specialist, Carol Peterson for their efforts and team work assisting us on some difficult undertakings and long hours this past year.

Respectfully submitted,

Vincent Roy  
Director

## **REPORT OF THE OFFICE OF EMERGENCY MANAGEMENT**

As Upton's Emergency Management Director, I monitor events that could impact the citizens of Upton such as long duration winter storms, blizzards, ice storms, hurricanes, tropical storms or damaging thunder storms and tornados. A Nor'easter can cripple our town for days and leave us without power. After these events, I am responsible for filing with the Federal Emergency Management Agency for assistance in the form of reimbursement to our community. This process involves extensive federal reviews before the Town is eligible to receive reimbursement for costs incurred during a federally declared disaster. Events outside of Upton can also have impact here as residents from other communities would use local roads if evacuated from their communities.

Upton's Emergency Operations Center is located on the first floor of the Fire EMS Headquarters. The EOC has concrete walls and ceilings, heavy doors and Lexan storm shutters. It is equipped with multiple radio systems, allowing local and statewide communications and computers with large screen displays to track storms and the state of the Commonwealth. It is a "hot" EOC which means it is always operational with nothing having to be set up or moved out of a closet to make us functional. Emergency Management Performance Grants have funded most every piece of equipment we use; emergency radios, storm shutters, computer, LCD displays, roadside message boards, blankets, emergency flashlights we can supply to residents, portable generators, the emergency response trailer and a road barricade trailer equipped with a generator and emergency lighting. Our webpage has a photo tour of our Emergency Operations Center and some of the equipment that is at hand. In 2016, Homeland Security Grants provided funding for new radio pagers for members of the Upton Fire EMS Department. Radio pagers are the primary method used to notify our Fire EMS First Responders.

The National Weather Service and the Massachusetts Health and Homeland Alert Network constantly supply essential information to Upton Emergency Management. This information is passed on to Upton residents 24 hours a day by our two Community Notification Systems; Channel 191 and Code Red.

For 13 years Charter Cable Channel 191 has been Upton's Emergency Management dedicated channel, broadcasting public safety and emergency information such as severe weather information or health and safety advisories specifically for Upton citizens. Emergency warnings and advisories on Channel 191 are updated 24 hours a day. Preparedness and safety presentations specific to Upton are broadcast when there are no advisories present. Upton Fire EMS radio transmissions can also be heard on Channel 191.

The Code Red Notification System is operated and maintained by Upton Emergency Management. Designed specifically for public safety, Code Red maintains a data base of our resident's telephone numbers. Residents can enter their home or cell phones and email addresses through the Code Red website. Using advanced mapping programs, we have the option of calling the entire town or specific neighborhoods. There are several preplanned and prerecorded notifications for specific hazards that can be launched in as little as 2 minutes with the entire town notified in 6 to 8 minutes. Code Red will bring you emergency information, advisories, hurricane warnings, tornado warnings and storm recovery information specific to Upton. Go to Upton's webpage to register for Code Red. Remember, if you sign up for voice, text and email, you will get all three in the event a notification is sent.

Upton Emergency Management's constant focus is community preparedness. Our Emergency Preparedness Resource Guide was written for Upton citizens to use before, during and after a disaster. It contains valuable information such as our response plans to certain events, preparedness guides and sections for residents to enter their family's emergency information. It is available on the Upton Emergency Management webpage.

The Town of Upton is a member of the Blackstone Valley Regional Emergency Planning Committee along with the communities of Grafton, Northbridge, Millbury and Sutton. The BVREPC maintains a Regional Emergency Plan that continually strives to minimize the risks from hazardous materials and protect the public health and environment of our communities. Each community in the Commonwealth is required to either

have its own Emergency Planning Committee or participate in a Regional Planning Committee. As a regional committee, we bring greater access to federal grants to provide regional training and fund preparedness projects to our individual Towns. Our meetings are open to the public as we bring together public safety officials, boards of health, town management, public utilities, transportation and private industry to better protect our health and environment.

As Vice President, I presented the Blackstone Valley Regional Emergency Planning Committee Hazardous Materials Emergency Plan (HMEP) to the State Emergency Planning Committee at the MEMA Headquarters last fall. The presentation included a review of the large scale hazardous materials tabletop exercise that was held as part of our requirement to become fully certified. I am happy to report that our Regional Planning Committee received Full Certification this year.

We also facilitated large scale tabletop hazmat exercises for the Towns of Grafton and Shrewsbury and had site visits at several of our private industry and public utility partners in our five communities.

Respectfully submitted,

Brian F. Kemp, Director

## **REPORT OF THE FIRE AND EMERGENCY MEDICAL SERVICES DEPARTMENT**

The past year has once again been busy for the Upton Fire – EMS Department. The Department provides both emergency and non-emergency services such as fire prevention inspections. We are once again grateful for the professionalism and dedication of our staff. We are also grateful for the support that the Town has given us as we provide professional services to meet the needs of our community.

### **Fire and EMS Training:**

Training and preparing for emergencies is an important element of our overall responsibilities. Much of our focus today is on required training provided to maintain certifications such as CPR, EMT and Paramedic continuing education, required first responder training, hazardous materials training or training related to professional credentialing such as fire prevention. Our Firefighters train a minimum of two times each month. In addition, members of the Fire Department also attend specialized training classes such as auto extrication, ventilation, pumps and hydraulics and search and rescue.

Our EMT's and Paramedics are required to recertify every two years. As a result, they attend continuing education training a minimum of once a month at the Department on a variety of topics such as trauma or geriatric emergencies. Our EMT's and Paramedics also attend numerous programs outside of the Department. A benefit of operating our service at the ALS level is that it allows us to provide advanced level interface training and skills for our Basic Life Support (BLS) providers. These skills allow our EMT's to assist our paramedics while providing the best possible services to the townspeople.

### **Advanced Life Support (ALS):**

Our EMS services are licensed by the Commonwealth of Massachusetts Office of Emergency Medical Services (OEMS). This office inspects and provides oversight for our Advanced Life Support (ALS) level service. We receive our medical direction and are provided with standing orders

from our medical control physician Dr. Greg Steinberg through an affiliation with Milford Hospital. We have been providing ALS level services since 2014.

This past year was the first time that we have been able to provide 24/7 paramedic level coverage through funding provided by the Town. This funding has allowed us to staff the station overnight with one per diem paramedic. EMT's are also scheduled each night along with the duty paramedic to complete our primary EMS staffing. We cared for more than 300 ALS patients over the past year. We are grateful to the Town for the support we have received advancing and staffing our EMS services for the residents of the Town. We are also grateful to our Paramedics and or EMT's who have sacrificed to insure the success of our ALS program.

### **Fires and Smoke Detectors:**

The Fire and EMS Department responded to several serious fires in Town over the past year. In April, we responded to a late morning fire in an apartment building on Main Street that tragically resulted in the death of one of the residents living there. Due to the building being older, there was not a system of hardwired, interconnected smoke alarms required to be installed there. There were instead battery operated detectors in the building but due to the fire damage it was not known to investigators if the detectors were working at the time of the fire.

All residential buildings in Massachusetts are required to have a system of working smoke and carbon monoxide detectors. There are several factors that are used to determine the type and location of the detectors needed such as age, size, and layout of the building. There is a valuable guide available online from the Massachusetts Department of Fire Services entitled "A Guide to the Massachusetts Smoke and Carbon Monoxide Requirements". This free guide is available from the Commonwealth at Mass.gov or by contacting the Fire – EMS Department. This guide may be used to help residents answer questions about the requirements for detectors in their home. Residents are also encouraged to contact the Department for assistance.

Working smoke alarms save lives. This year the National Fire Protection Association slogan was Don't Wait, Check the Date. Smoke detectors should be replaced every 10 years due to the fact the sensor in the detectors degrades over time. We recommend that residents check the back of their detectors for the date printed on the tag. If the date on the tag is more than 10 years old, the detectors should be replaced with new ones.

### **The Combination Model Department:**

In 2007 the Town contracted a management study of the then separate Fire and EMS Departments with Emergency Response Systems, Inc. This comprehensive study recommended ten overall elements in the final report. The recommendations included but were not limited to adopting a fire chief structure for managing and directing the Fire Department, merging the Town's emergency medical services into one Fire and EMS Department under the fire chief, providing a combination model organization, providing a 24/7 assignment schedule for ambulance coverage, and ensuring that five firefighters including an officer are available 24/7, just to name a few.

The Department was tasked with achieving the recommendations of this report starting in September of 2010. There are many elements of the management study that have been instrumental to our success. One of the elements that stands out and makes us uniquely prepared to serve the Town is the combination model structure. A combination model fire and EMS department relies on the strengths and professionalism of both part time and full time staff. The strength of this model allows us to provide dynamic services through members who have many talents. Not only do we have firefighters, EMT's and paramedics who make emergency services their fulltime profession, we also have professionals with other talents such as electricians, scientists, technicians, and business owners who give back to their community by working part time for the department in an on-call capacity. It is because of this model that we have the talent and the number of staff available to provide professional, cost effective services.



In closing I would like to thank our staff at the Upton Fire and EMS Department for their unselfish dedication to the Town over the past year. Whether it is night or day, good weather or bad they answer the call and serve the residents of the Town. The members of the Department are hardworking, dedicated and professional in their continuous delivery of services in Town. They are knowledgeable and care about their community. Our staff are the backbone of our operation and I am grateful for their efforts. It has once again been a pleasure and an honor to serve as the Chief of the Upton Fire and EMS Department. I look forward to 2017.

Respectfully submitted,

Aaron Goodale  
Fire – EMS Chief

**Insert org chart**

## REPORT OF THE GREEN COMMUNITY COMMITTEE

The Town was designated a Green Community by the Green Communities division of the Department of Energy Resources (DOER) in December, 2014 and was awarded a \$148,350 designation grant to fund energy conservation measures. The projects funded through the designation grant were started in 2015 and completed in early 2016. The completed projects and projected energy and cost savings are:

Project	Net Project Cost	Projected Energy Savings (MMBtu)	Projected Annual Cost Savings
Memorial School HVAC Controls Optimization	\$54,836	483	\$14,843
Memorial School Demand Controlled Ventilation	27,376	837	10,520
Memorial School Weatherization	14,819	109	1,258
Memorial School Variable Frequency Drives	9,356	29	1,284
Memorial School Refrigeration Controls	7,275	32	1,305
Memorial School Exterior Lighting Retrofit	2,704	12	594
DPW Lighting Upgrade	7,176	14	756
DPW Weatherization	8,026	14	345
Fire Station Lighting Upgrade	935	20	859
Fire Station Weatherization	5,241	31	352
Police Cruiser Idle Reduction System	560	17	538
Wastewater Treatment Plant Lighting Upgrade	7,833	51	2,422
	\$146,137	1,649	\$35,076

The balance of the designation grant of was used to offset administrative costs.

In 2016 the town applied for and was awarded a Green Communities competitive grant of \$170,633 for the following projects:

Project	Net Project Cost	Projected Energy Savings (MMBtu)	Projected Annual Cost Savings
Police Station HVAC System Upgrade	\$68,321	146	\$5,545
Fire Station HVAC System Upgrade	52,377	172	3,724
Fire and Police Station LED Lighting Upgrades	47,823	113	3,325
Wastewater Treatment Plant Weatherization	2,110	6	71
	\$170,631	437	\$12,665

These projects are in expected to be completed by May 31, 2017.

Energy savings are shown in million Btu (MMBtu). As a Green Community, Upton has committed to reduce its energy use by 20% over 5 years. Energy use for our baseline year was 17,631 MMBtu, so the target for energy use reduction is 3,526 MMBtu. The projects shown above are projected to account for 59% of the targeted energy use reduction.

In 2015 the Green Community Committee submitted a proposal to the Massachusetts Clean Energy Center (MassCEC) to participate in the 2016 Solarize Massachusetts program, a partnership of DOER and the MassCEC. Solarize Massachusetts is a community-based program that helps drive down the cost of small-scale solar photovoltaic systems by aggregating community buying power and selecting a solar installer for the program through a competitive process. The Solarize Mass program also comes with a grant of \$2,500 for outreach expenses.

Upton was selected in June, 2016 to participate in the 2016 Solarize Massachusetts program. Solar installers were invited to submit equipment and cost proposals to Upton and the Green Community Committee, with

technical assistance provided through the MassCEC, selected SolarFlair Energy of Ashland, MA, from the eight solar installers that submitted proposals. The proposals were evaluated based on cost, the equipment offered by the installer, marketing materials, and previous Solarize experience. SolarFlair Energy was selected to be the solar installer in late November and the Solarize Upton program kicked-off officially in January 2017.

The Solarize Upton program closes on May 31, 2017. Residents and local small businesses interested in purchasing a solar PV system through the Solarize Upton program should contact SolarFlair Energy for a site assessment and, if the site is suitable for a solar PV system, a cost proposal.

Respectfully submitted,

Robert Jordan  
Brad Rolph  
Marcella Stasa, Secretary  
Bill Taylor, Chairperson

## **REPORT OF THE HISTORICAL COMMISSION**

The Historical Commission respectfully submits the following report for the year 2016. Commission members were Chair, Donna Desjardins; Treasurer, Howard Glassman; Members, Jim Brochu, Joan Burrell, George Patterson, Donald Spargo, Russ Wood; and, Alternate Katherine Worsham. Two long serving members, Cathy Taylor and Joyce Heywood resigned to pursue other interests. We thank them for their extensive contributions to the Commission and to the Community.

In June, the Commission welcomed the services of Deborah Teta as our Administrative Assistant. She is proving to be a huge asset.

The Conservation Restriction, (CR), for Heritage Park was, essentially, finalized in December. The CR was a required item to complete as a percentage of the funding for purchase of Heritage Park was provided by the Community Preservation Committee's open space account. The CR included language regarding the archaeologically significant stone chamber as well as use of the surrounding parkland.

Heritage Park, located off Elm Street, offers a centrally located passive recreation area for citizens. Restrictions in use are mainly for protection of the stone chamber and the maintenance and naturalization of the space. Additional information for use is available on the town's website. During this past year, the park was made available for a "Halloween Trail", a charitable event hosted by the Rose Garden and the Campbell Family.

The Commission is grateful to Liz Evans of "Taproot Horticultural" for donating many hours and personal funds to continue the goal of bringing in native plantings to both beautify and sustain Heritage Park. Ms. Evans provided a general design, planted and watered dozens of plants, pulled invasive weeds and donated significant supplies and materials. The Commission is planning a park cleanup day for spring 2017.

The demolition delay by-law was in effect for two properties during 2016. The first, 2 Grove Street, ended with the demolition of the building. A "Request for Proposal" was formulated and advertised by the Town Manager and the Selectmen in an effort to locate a buyer willing to remove the building. The RFP failed to gain a response and the building

was taken down in the spring and the area made into a municipal parking lot.

The demo-delay for the second building, 3 Centennial Court, was allowed to expire. The owner was interested in keeping the historical features of the building intact, but determined to put the project on hold for personal reasons.

Howard Glassman attended a CMRPC meeting on historical preservation on September 22nd and provided the Commission with an overview of topics discussed and suggestions for promoting historical preservation in the town. The Commission is very interested in working with owners to preserve historically significant buildings and encourages owner contact with the Commission to determine best means to do so.

The Commission is thankful to the Historical Society for locating and making available plaques intended as site memorials for district schools active during the 1800's. Joan Burrell is heading the research to determine the exact location of these schools with the goal of placing the plaques in memorandum.

Respectfully submitted,

Historical Commission

# **REPORT OF THE HOUSING AUTHORITY**

## **Background**

Upton Housing Authority is a public body that exists for providing decent and affordable housing for elderly and disabled persons of low income. This Public Housing Authority receives direct funding from the Department of Housing and Community Development a state Agency (DHCD) located in Boston, MA

## **Mission**

Our mission is to create an environment that enables residents to live responsibly and with dignity. To support residents on achieving self-sufficiency, honor public commitments in a fiscal and ethically responsible manner, create and maintain public confidence in the Housing Authority operations and staff.

## **Board of Commissioners**

Mildred Morin Galeone, Chairperson  
Rena Richard  
Linda Jones  
Richard Kennedy  
Judith McGee, State Appointee

## **Executive Director**

Betty Roche

## **Monthly Commissioners Meetings**

Upton Housing Authority Board of Commissioners holds meetings on the second Wednesday of every month. All meetings are held at the Coach Road Apartment Community room at 6:00 p.m. As public officials, they hold meetings according to M.G.L. chapter 39 sections 2B of the open meeting law and posted with the Town Clerk.

## **Current Housing Programs**

Massachusetts Rental Voucher Program MRVP

Seven subsidized family/elderly units located at the Upton Inn in Upton, MA. Eligibility income limits is based on family size and income. There is no asset limit but the values of assets are included in gross income when determining applicant eligibility.



**Public Housing Program 667**

There are 40 units located at Coach Road. Applicants must be sixty years of age or disabled to apply for housing. Residents who work or live in the Town of Upton may receive a preference when reviewed and verified by the Authority. When applications are completed, applicants are then placed on a waiting list. The income limits for state public housing are one person-\$45,100 and two persons-\$51,150.00.

**Office**

Upton Housing Authority located at 4 Hartford Avenue North, office hours are as follows:

Monday	9:00 a.m.	2:00 p.m.
Wednesday	9:00 a.m.	2:00 p.m.
Friday	9:00 a.m.	2:00 p.m.

Anyone interested in applying for housing may call the office at (508) 529-3293 to have an application mailed. If you prefer, applications may be picked up at the office during office hours.

Respectfully submitted,

Betty Roche  
Executive Director

## **REPORT OF THE LAND STEWARDSHIP COMMITTEE (ULSC)**

In 2016 the ULSC continued with the implementation of the Land Stewardship Plan for the Stefans Farm Open Space. Progress was made in the construction of water crossings over the course of the year, and the fields on the west side were mowed in November. In January, the Stefans Farm field on the east side of Mechanic Street was mowed along its outer edges to prevent encroachment of vegetation.

The ULSC worked on kiosk construction and installation with the help of Blackstone Valley Tech student, Allison Perry who contributed 16 hours of her time. Carved wooden signs were purchased for several conservation areas.

Scouts from Troop 132, Lucas Nickelson, Doug Cook and Dave Cook built a plank boardwalk at the Whitney Conservation Area in April which was in part funded by generous trail user, Sue White. In August Lucas built a second plank boardwalk at the Peppercorn Hill Conservation Area with help from his father, Bruce Nickelson.

Plots at the community garden were made available to Upton residents who were asked to pay a \$5 participation fee to help defray costs. One raised bed is left to be constructed which will bring the total number of plots to 31 - full buildout. The Upton DPW provided a large quantity of soil to the garden.

The ULSC, Sudbury Valley Trustees (SVT) and Upton Conservation Agent, David Pickart, conducted routine yearly monitoring of the Sweetwilliam Farm Conservation Restriction and members of the ULSC accompanied SVT on its yearly monitoring of the Whitney Conservation Area Conservation Restriction.

In July, a large population of the Baltimore checkerspot butterfly was observed at the Glen Echo field. The field was mowed in November to maintain meadow habitat.

Volunteers and committee members contributed 336 hours to develop trails and the community garden, map trail networks, prepare GIS maps, work with land owners, and perform administrative work. Scouts

working on service projects contributed another 26 hours. The total value of all the hours (376) contributed by volunteers, Scouts and committee members was \$10,515.96. For more information on valuing volunteer time go to:

[http://www.independentsector.org/volunteer\\_time](http://www.independentsector.org/volunteer_time)

Members of the ULSC on the Conservation Commission sub-committee developed a draft land stewardship plan for the Warren Brook Watershed Conservation Area and adjacent town owned land in North Upton. The Massachusetts Division of Fisheries and Wildlife and Massachusetts Audubon Ecological Extension Service provided supplemental habitat evaluations and management recommendations for the same area.

Respectfully submitted,

Scott Heim  
Mary Overholt  
Mike Penko-Secretary  
Marcella Stasa-Chairperson  
Cathy Taylor  
William Taylor

## REPORT OF THE LIBRARY DIRECTOR

In 2016, the Upton Town Library dedicated its efforts towards the planning and design of a new library facility, with the goal of applying for a state construction grant in October 2016.

**Planning and Design Activities:** The Library Feasibility Committee submitted two Requests for Proposals for sites to build or renovate a library facility to the Upton community, and evaluated 12 different town-owned parcels of land. Meanwhile, design firm Tecton Architects produced and refined a library floorplan of 14,750 square feet on one floor that would accommodate all services identified in the library building program. Ultimately, the committee was unable to identify a suitable building site, and in September 2016 recommended that no grant application was possible and the committee should be disbanded.

**A Path Forward:** In November and December, the Library Trustees considered all possible paths to improve the library facility, and concluded that the most realistic option would be a small-scale renovation of the existing building, targeted to two specific goals: to improve handicapped access and to shift space from collection shelving to patron seating in study rooms and a gathering room. Planning and design for these renovations will begin in 2017.

**Collection Development:** In 2016, we reclassified our DVD collection by genre, providing a superior browsing experience for patrons. We also replaced our public printer with a new printer/copier/scanner capable of color copies.

**Library Staff:** Circulation Clerk Jeffrey Hartman left to pursue a full-time employment opportunity at another library. He has been replaced by Susan Roecker, an Upton resident who previously worked at Nipmuc High School Library. Our staff now consists of a full-time Library Director, a full-time Children's and Young Adult Librarian, two 19 hour per week Circulation Specialists, and two 19 hour per week Circulation Clerks.

**In Memory:** Two faithful library patrons passed away this year, and gifts in their memory were given to the library by the community: Gordon Marquis and Donald Varney.

**Library Holdings:** The library's collection of physical items remains stable, as our full shelving units require the removal of an item for every new item added. Our collection of downloadable materials increased dramatically with our participation in the state-wide commonwealth ebook collection.

Print Books – 23,283. Volumes of Periodicals – 113. Audio Materials – 1,379. Video Materials – 4,262. Downloadable materials – 174,052.

**Library Usage:** 4,135 people are registered borrowers at the Upton Town Library, and 24,531 visits were made to the Upton Library during the 2,153 hours we were open.

Borrowing of physical items: Print Books – 30,278. Volumes of Periodicals – 872. Audio Materials – 2,775. Video Materials – 14,859. Downloads of electronic items: 7,600.

**Steps Towards a New Vision:** After accepting that the library will continue to be constrained by our 3,200-square foot facility in the Knowlton-Risteen building, the Library Trustees have identified priorities for a new vision of library services to be implemented in 2017. Those priorities are: accessibility of services, digital resources, and participatory activities such as classes, workshops, events, and instruction. Our goal is to transition the library from a place to “get stuff” into a place to “visit and do something.”

Respectfully submitted,

Matthew R. Bachtold  
Library Director

## **REPORT OF THE LIBRARY FEASIBILITY AND THE JOINT LIBRARY/COUNCIL ON AGING FEASIBILITY COMMITTEE**

This annual report includes the activities of both Feasibility Committees as the work and membership are closely related.

A Library Feasibility Committee was created in late 2014 to plan and design a library that met the town's library service needs for the next 20 years, that was eligible for a Massachusetts Public Library Construction Program grant. The Library Feasibility Committee was dissolved in July 2015 and a Joint Library/Council on Aging (COA) Feasibility Committee was created by the Board of Selectmen and the Library Trustees to recommend to the Board and the Trustees either a stand-alone library or a joint library/COA facility and, if it was decided to go forward with the joint facility, to plan and design the joint facility.

Key elements of the planning and designing process include developing a building program, a description of the services to be provided and an estimate of the space needed, and finding a suitable site.

Library and COA building programs were completed in 2015 by the Library Director and the Council on Aging Director, respectively, with input from consultants, the community, and the Feasibility Committees. These building programs were used by the architect, Tecton Associates, with input from the Directors and the Feasibility Committees, to prepare conceptual designs for the stand-alone library and the joint library/COA facility. After several iterations, the working design for the stand-alone library was for a single-story, 14,750-square foot building and the working design for the joint library/COA facility was for a single-story, 19,905-square foot building.

At the end of 2015, the Joint Library/COA Feasibility Committee was evaluating the suitability for the joint facility of two sites that had been offered to the town: 47-49 Main Street (the "Main Street site") and the northerly part of Maplewood Cemetery on Maple Avenue (the "Maple Avenue site"), which was offered to the town under a 99-year lease. Twelve town-owned sites were also evaluated but deemed unsuitable for either a stand-alone library or a joint library/COA building.

In January 2016, the Joint Library/COA Feasibility Committee voted to recommend that the town pursue a stand-alone library. In February, the Board of Selectmen and the Library Trustees dissolved the Joint Library/COA Committee, and the Library Trustees reformed the Library Feasibility Committee, which was again charged with assessing the feasibility of a new library and planning and designing it.

The reformed Library Feasibility Committee evaluated the suitability of the Main Street and Maple Avenue sites for the stand-alone library. The committee arranged for a wetlands survey and appraisal of the Main Street site, and a topographic survey of the Maple Avenue site.

The sites were evaluated based on whether they could accommodate the single-story, 14,750- square foot building and related parking, and on the cost to acquire the site and to build access roads, location, site characteristics such as topography and proximity to abutters, availability of town water and sewer, visibility from the road, impact on abutting properties, and whether the property could be purchased or leased.

In April 2016, the Committee determined that the two sites under consideration were not suitable and solicited new proposals for a suitable property. The Committee contacted the owners of several potentially suitable sites to make them aware of the request for proposals.

The town received two new proposals. The Maple Avenue site was offered again under the same terms and the Main Street site was offered again under different terms, and with the condition that the library and a privately-owned office building would be built on the site (requiring the approval of the Zoning Board of Appeals.) The Committee also decided to reconsider the town-owned Milford Street site (the location of the playground and parking lot next to the VFW) for a two-story library that, to fit the available space, would have required reconfiguring the playground and reducing the number of parking spaces.

The Main Street site condition, approval to build an office building, was not met so the site was not considered by the committee. The Maple Avenue and Milford Street sites were evaluated on the factors listed above

and were determined by the Committee to be unsuitable for the proposed library. The Committee recommended to the Library Trustees, who accepted the recommendation, that neither site be considered for a new library. Without a suitable site, it was not feasible to build the new library and the Library Feasibility Committee was dissolved.

Respectfully submitted,

Bill Taylor, Chairperson

Linda Arthur, Vice Chairperson

Fran Gustman, Secretary

Matthew Bachtold, Associate Member

Robert Fleming (Joint Library/COA Feasibility Committee only)

Leah Hagen

Kelly McElreath

Janice Nowicki (Joint Library/COA Feasibility Committee only)

Steve Rakitin

John Robertson, Associate Member

Alan Leslie Rosenfield, Esq.



## **REPORT OF THE OF THE LIBRARY TRUSTEES**

The struggle continues. The problem of providing meaningful services to the citizens of Upton in a deteriorating building with insufficient space again confronts us. The Feasibility Committee was unsuccessful at locating a suitable site for the library and their recommendation to the trustees that a new library is not feasible in the Town of Upton closed any possibility of obtaining a construction grant for at least another six to eight years. The needed services defined by the Feasibility Committee with the input from citizens, the Library Director and a Consultant and recommended to the Trustees require approximately fifteen thousand square feet compared to the three thousand square feet the library now has. A lack of a suitable site and cost were the primary reasons for this recommendation. The Trustees must now decide how your library can serve the town without the resources needed to accomplish this end.

Changes have been made in the facility over the past several years which have slowed the decline of your library but have not stopped its slow downward trend. No matter how attentive, knowledgeable and resourceful the library staff is, they cannot adequately serve the community without the tools to accomplish this goal. The patrons must go elsewhere for many services that should be available in our town.

The Trustees have held a number of meetings to reflect and plan for the future in the same facility over the next ten years. The vision of the trustees is a constrained one much as our facility is constricted. Our conclusions were: First, attempting to serve the needs of all means poor and inadequate service for all. Second: Some services must go (much to our dismay) and others must be enhanced. Third: The prioritized services are, in order: Handicapped accessibility, programs, children's services, electronic and digital availability. Those not listed will be eliminated or drastically reduced. A subsequent meeting with the Selectmen has started the Trustees on this radical road.

Two of our members decided not to continue as Trustees this past year. Linda White and Joseph McMahon served our community contributing their time and energy for the benefit of your library. Camille Hamlet and William Taylor were welcomed as their replacements. The Feasibility

Committee completed its work and in addition to its other recommendations, requested that the Committee be dissolved. The Trustees accepted the request and commended them for their diligence and efforts in attempting to solve the difficult problem of an inadequate facility.

The revolving account enabling legislation requires a public accounting of its funds. This account contains monies received for damaged books, fines and the use of the copier. The fund received \$3256.14 and expended \$2,665.50 with an ending balance of \$590.64 which will be credited to the FY18 expenses. At no time did the balance exceed \$6,000.00.

The support of the community and its representatives are important to the Trustees. This has been generously given and warmly received. The Friends of the Library, the town departments and the citizens themselves have made our job a rewarding one.

Respectfully submitted,

John Robertson Jr., Chairman

Judith Katz, Vice Chairman

Charlotte Carr, Secretary

Katie Kelly, Treasurer

Frances Gustman

Camile Hamlet

John Minnuci

William Tayloy

Laurie Woden

## **REPORT OF THE TOWN MODERATOR**

It was again my privilege to preside at the Annual Town Meeting on May 5, 2016. Additionally, there were Special Town Meetings on March 3rd and November 15th.

As usual, in addition to a number of traditional warrant articles that were discussed at the Annual Town Meeting and the Special Town Meetings; there were a few articles that sparked special interest amongst the citizenry and allowed for lively debate on Town Meeting floor. While I realize for some citizens there is increased anxiety during those more interesting articles, I need to admit that it is those specific articles that speak to the heart of the people and make them realize that the Open Town Meeting is such an integral and crucial part of what makes a town like Upton work in the first place. As your Moderator, I would love it if people would show the same interest in all warrant articles, all the time. But, the reality is that it is those special (or as some may consider controversial articles) that get the juices flowing and ensures that the voters will continue to come out and attend Town Meeting.

The Annual Meeting of the Massachusetts Moderators Association (MMA) was held at The Embassy Suites in Waltham on October 28th. This year I had the opportunity to facilitate a workshop for newly elected Moderators. There was a total of twenty-one new Moderators, and they were given the opportunity to listen to four experienced Moderators with over a hundred years of experience. They were able to share some of the lessons learned that one can gather only with training and experience. Also with regard to the MMA, it is my privilege and honor to serve as President of the Association for the 2016-2017 year. As President, my responsibilities include running all executive level meeting, including the Annual Meeting later in the fall of 2017. Having been a member of this organization since 1992, I can say without hesitation that it has helped me to become a better Moderator than I would have otherwise been. The collective knowledge of over 100 individuals that have served this important role within their respective communities can only add to the knowledge base that I have obtained. It is my hope that I've been able to give back at least a small portion of what I myself have gleaned from serving the community of Upton.

Thank you again to all the people who help with the smooth running of the Town Meeting. I would like to especially thank Upton Cablevision who records all town meetings on the Upton cable channel. Also, I would like to thank the tellers, counters, Town Clerk, Board of Selectmen and Town Manager, Upton Police, and the Nipmuc Regional School District.

Finally, as I alluded to above, a continued special thanks to all of the citizens of Upton that attend the Town Meetings. Citizen involvement continues to be the critical link that allows for the appropriate checks and balances that must occur in our community. However busy our lives may be, it is our right and our responsibility to be a part of the governmental process. We must ask ourselves how we can get involved to help make Upton an even better community to live in for our families and for our fellow citizens.

Respectfully submitted,

David C. Loeper

## **REPORT OF THE OPEB COMMITTEE**

Massachusetts General Law Chapter 32B, Section 20 allows a town to set up a special trust fund, the Other Post-Employment Benefits (OPEB) Liability Trust Fund with the governmental unit's treasurer is the custodian of the fund. Investment of fund monies by the custodian must be consistent with the prudent person standard set forth in MGL 203C for private trust funds. Interest earned on the investment of fund monies belongs to the fund.

Given the foregoing:

- The committee conducted its first meeting on September 2016.
- The Committee has recently received the OPEB actuarial valuation report for the date of July 1, 2015. Per GASB and the Town's schedule, that is the most recent evaluation date required. It was noted by the Committee that the overall unfunded liability has increased significantly since this last valuation in 2012 and it is now just over \$6.9 million. The annual required contribution (ARC) had also increased from \$520,000 per year to over \$739,000 Money set aside for the valuation was \$195,000.
- The committee has retained Bartholomew and Company as the town's OPEB investment advisors.
- OPEB balance at the end of YF 16 was \$95,227

Respectfully submitted,

Kenneth Glowacki, Chairman  
James Brochu, Selectman  
Kenny Costa, Town Accountant  
Nicholas Ensko, Member

## **REPORT OF THE OPEN SPACE COMMITTEE**

The Open Space Committee:

- Sponsored or co-sponsored walks and events to encourage the public use and appreciation of Upton's open spaces. These included the following:

- Discover Easy Walks in Massachusetts program with Marjorie Turner Hollman, author of three "Easy Walks in Massachusetts" books. Co-sponsored with the Friends of Upton State Forest and the Upton Public Library, Ms. Hollman described some of the "easy walks" in the recently published third volume of the series. The new volume includes "easy walks" in Upton.

- Mushroom program presented by Ryan Bouchard and Emily Schmidt of the Mushroom Hunting Foundation cosponsored with the Friends of Upton State Forest. This program included a morning presentation at the Upton Senior Center, a visit to Stefans Farm to collect mushrooms, and then a return to the Senior Center to cook the mushrooms.

- Winter and Gypsy Month program presented by Ken Gooch, Director of Forest Health for the Department of Conservation, and Recreation, cosponsored with the Friends of Upton State Forest.

- Thanksgiving Day walk at Stefans Farm.

- Maintained the town's open space maps and the open space pages on the town's website.

- Members of the committee represented Upton at West Suburban Conservation Council meetings, the Fall 2016 Massachusetts Association of Conservation Commissions Conference: Managing Massachusetts Forests: Conservation, Stewardship, and Regulation, and the 2016 Massachusetts Land Conservation Conference.

- Researched the roles and responsibilities of Conservation Commission and Open Space Committee related to the natural gas pipeline proposed to be constructed on town-owned conservation land. Members attended a presentation by the Massachusetts Association of Conservation

Commissions on Interstate Natural Gas Pipelines: The Role of Conservation Commissions, and a hearing conducted by the Massachusetts Energy Facilities Siting Board.

- Worked with Sudbury Valley Trustees (SVT), a regional land trust, to explore land preservation opportunities in Upton. SVT recently went through a process of evaluating the conservation values of the open spaces in its service area, the Sudbury, Assabet and Concord river watersheds, using proximity to currently protected open space, priority habitat, resilience to climate change, and other data from the state, the University of Massachusetts, and the Nature Conservancy and determined that north Upton and east Grafton have land with significant conservation values.

- Co-sponsored with SVT, the Metacomet Land Trust, the Grafton Land Trust and the Friends of Upton State Forest a Conservation Options and Planning workshop for Grafton and Upton landowners interested in learning more about ways to permanently protect their land. Planning for the event took place in 2016 and the event took place in early January 2017.

Respectfully submitted,

Tom Dodd (Secretary)

Rick Holmes (Community Preservation Committee representative)

Alan Miano

Mike Penko

Marcella Stasa

Bill Taylor (Chair)

## **REPORT OF THE PERSONNEL BOARD**

The Board began the year with 4 members – Chairperson Debbie Amorelli, Bob Carnegie, Dave Scribner and Jane Gienger, with Deb Teta ably filling the role of Department Assistant. Throughout the year, the Board searched for a fifth member to join. After meeting with candidates, we welcomed Ken Picard in September.

The Board conducted seven regular meetings throughout the year, plus one joint meeting with the Board of Selectmen. In addition, the Board attended a meeting between the Board of Selectmen and members of the Fire/EMS department.

- Reviewed and approved changes to the position description for the following positions:
  - Assistant Town Clerk
  - Conservation Agent
  - Fire Captain
  - Assistant Fire Chief
  - Recreation Director
  - Recreation Department Assistant
  - Assistant Treasurer/Collector
- Qualified applicants for the next step in the hiring process for following positions:
  - Conservation Agent
  - Library Circulation Clerk
  - Recreation Department Assistant
  - Communications Officer (Police Department)
- Recommended a Meritorious Bonus for three employees under the provisions of Section VI.B of the Personnel By-Law which the Board of Selectmen approved.
- Reviewed and approved 8 requests for pay for performance increases.



- Board member Bob Carnegie conducted training on Interviewing and Selection skills for supervisors in June.
- Eliminated the Town Clerk Department Assistant position and created the new job title of Assistant Town Clerk. A job description was developed and approved. The position was evaluated and graded following the guidelines set by the Classification and Compensation Study of 2014.
- Created the new job title of Recreation Department Assistant. A job description was developed and approved. The position was evaluated and graded following the guidelines set by the Classification and Compensation Study of 2014.
- Upon the request of the Historical Commission, approved the hiring of a Department Assistant.
- A training survey was designed by member Bob Carnegie, approved by the Board and distributed to all supervisors and board chairs in November. The board hopes to use the results to suggest additional training sessions in 2017.
- Conducted an exit interview with outgoing member of the fire department.
- Began reviewing the Personnel Bylaw, which was last amended in May, 2015. The board expressed concern about the current policies regarding performance evaluations and employee discipline and determined it is appropriate to review the entire bylaw. The review will continue into 2017.
- Reviewed and updated the Mission Statement of the Personnel Board.

- Conducted an informational meeting in December for all Upton town employees.

The Board wishes to thank the outgoing Town Manager (especially in her role as Personnel Coordinator), the Board of Selectmen and all other boards, committees, and commissions for their support during 2016.

Respectfully submitted,

The Personnel Board

Debra J. Amorelli, Chair

Robert A. Carnegie

Jane S. Gienger

David T. Scribner

Ken Picard

Deb Teta, Department Assistant

## REPORT OF THE PLANNING BOARD

### Summary

Throughout the calendar year 2016 the Planning Board reviewed or continued the review process of the various subdivisions, special permit and site plan approval applications.

With assistance from other Town Boards & Committees and Central Massachusetts Regional Planning Commission (CMRPC) we continued to implement items from Upton's Master Plan (adopted 2005) and to update and/or amend zoning bylaws as applicable.

**Zoning amendments:** The Board in conjunction with the Board of Selectmen and CMRPC worked to develop an amendment to the Zoning Bylaws by creating a new zoning district called the "Village Center District". The intent of this amendment was to provide additional commercial, residential and mixed-use opportunities in our "commercial" areas of Town. The proposed bylaw was presented at a public forum in September. The forum allowed for discussion with residents and many questions were presented. Upon further discussion, the Board determined that no action would be taken at this time to move forward with this proposed bylaw.

### Definitive Subdivision Plans reviewed/in progress:

- "Crosswinds" 32-lots located between Plain St. and Station St. Construction continued and to date 26 houses have been built and have been sold.
- "Governor's Landing" 59-lots off Milford St. No recent action/discussion.
- "Hartford Highlands" 4-lots located off Hartford Ave South. Construction of infrastructure and roadways has begun.
- "Sylvan Springs" 54-lots located off Northbridge Rd in Mendon; 6 houses located in Upton and 48 houses in Mendon. Construction has begun on the Mendon side.
- "Whitney Farms at Cotton Gin Circle" 8-lots located off Grove St. Definitive subdivision plan submitted January 2014. Upon review the plan was denied by the Board. Applicant has appealed the

decision. Negotiations were conducted with the applicant. The Board voted to approve with conditions the subdivision in October 2016.

### **Special Permits reviewed/in progress:**

#### Large Lot Frontage Reduction:

- Application for 2 reduced frontage lots was received in December. These lots are located off West River St. A public hearing has been scheduled for January 2017.

#### Large-Scale Ground Mounted Solar Installation:

- Application (including Site Plan) for a 327-kW installation located at 5 Walker Drive was submitted January 2016. The application was reviewed and approved. Site clearing and installation of the solar panels was completed during the summer.
- Application (including Site Plan) for a 2.0± megawatt installation to be located off Milford St was approved in 2015. Site clearing and installation of the solar panels began in the summer.

#### Open Space Residential Subdivision:

- “JR Estates” 5-lots located off West River St. Roadway and infrastructure have been completed and houses are currently under construction.

#### Senior Housing Residential Community:

- “Upton Ridge North & Upton Ridge South” 139-unit Senior Housing Community located off Hartford Ave S. Preliminary/conceptual review was conducted and the definitive application was filed in November. A public hearing has been scheduled for January 2017.
- “Rockwood Meadow” a 62-unit Senior Housing Community located off East St. Construction of the infrastructure, roadways and homes is being done in 2 phases. Many homes in Phase 1

have been sold and are occupied and construction has begun on Phase 2.

### **Site Plan Approval Applications reviewed/in progress:**

- Application for a municipal parking lot (14 spaces) to be located at 2 Grove St was received in August. Approval was granted and the lot was completed in September.
- Application for change of use for the building located at 3 Farm St was received in August. The new use is for a restaurant. Approval was granted and renovations were completed in September.
- Application to demolish the existing 4-unit residential structure and rebuild a 4-unit residential structure on the property at 6 Main St was received in July. Planning Board approved the application in September. Construction has not yet started.
- Application for a 30-space parking lot adjacent to the Town's athletic field at the Kiwanis Beach facility was submitted in October 2015. The project was reviewed and approved in February 2016 and construction completed fall 2016.

### **Plan Review**

The data table below summarizes the Board's review activity for CY2016.

<u>Plan Type</u>	<u>Reviewed</u>	<u>Lots/Parcels</u>	<u>Fees Collected</u>
81P (ANR)	12	12 lots/6 parcels	\$1,500.00
Definitive Plan	0	NA	NA
Site Plan	3	1 lots	NA
Special Permits	4	4 lots	\$25,825.00
Street Acceptance	0	NA	NA
Subdiv (started)	3	42	NA
Special Permits(started)	2	67	NA

### **Goals**

- Continued implementation of items from the Master Plan.
- Review and propose amendments to the Upton Zoning Bylaws as may be necessary.

- Review and amend the Rules & Regulations for various projects/applications as may be necessary.
- Attend workshops, seminars and training sessions in order to keep up-to-date on information pertinent to the Planning Board.

### **General**

- Office is located in Town Hall Room 101, adjacent to the Town Clerk's office. Office hours are Tuesday 8:00 am – 3:00 pm and Thursday 8:00 am – 3:00 pm. Phone number: (508) 529-1008;
- E-Mail: [planningboard@uptonma.gov](mailto:planningboard@uptonma.gov) or [dsmith@uptonma.gov](mailto:dsmith@uptonma.gov)

The Planning Board's meetings are held on the second and fourth Tuesday each month at 7:00 p.m. Meetings are held at Town Hall, Conference Room 203. Town Hall is handicap accessible, air conditioned, and has comfortable seating.

At the Annual Town Meeting in May 2016 Raymond Smith was re-elected to a 5-year term. Paul Carey continues to represent the Planning Board on the Community Preservation Committee. Gary Bohan serves as the delegate to the CMRPC and Thomas Davidson continues to serve as the representative to the Capital Budget Committee.

We would like to thank the various Town Boards, Commissions, Departments, and the citizens of Upton for their continued cooperation, participation, and support during the year.

Respectfully submitted,

Paul Carey, Chair  
 Thomas Davidson, Vice-Chair  
 Raymond Smith, Treasurer  
 Gary Bohan, Clerk  
 Margaret Carroll, Member  
 William Tessmer, Associate Member  
 Denise Smith, Department Coordinator

# REPORT OF THE POLICE AND COMMUNICATIONS DEPARTMENT



## **Calls for Service/Activity 2016**

Abandoned 911 Call.....	55	Lockout Motor Vehicle.....	44
Alarm.....	275	Loitering .....	3
Animal Complaint .....	136	Lost Animal .....	76
Animal Injured.....	10	Lost/Missing Person .....	20
Assault and Battery.....	4	Lost/Missing Property .....	36
Assist EMS .....	485	Loud Music Complaint .....	12
Assist Fire Department.....	252	Motor Vehicle Crash.....	227
Assist Other Agency.....	55	Motor Vehicle Violation.....	2779
Assist Other P.D. ....	135	Motor Vehicle Complaint .....	261
Assist W/Pedestrian Traffic.....	14	Neighbor Dispute.....	10
Assist W/Traffic .....	11	Obstruction in Roadway .....	185
ATV Complaint.....	6	Open Door .....	22
Breaking and Entering.....	8	Parking Complaint/Viol.....	98
Building Check.....	1949	Power Outage.....	45
Car Seat Installation .....	27	Restraining Order Viol .....	3
Disabled Motor Vehicle .....	132	Restraining Order Issued .....	5
Disorderly Person .....	1	Serve Legal Process.....	103
Disturbance.....	67	Shots Fired .....	8
Deliver Message .....	21	Solicitation.....	11
Domestic Disturbance .....	16	Suicidal Person .....	25
Extra Patrols Requested.....	30	Suspicious Motor Vehicle.....	152
Found Property .....	35	Suspicious Package.....	2
Fraud/Forgery .....	363	Suspicious Person .....	78
Fundraiser Scam .....	77	Threats .....	2
General Assistance .....	546	Trespassing .....	4
Harassment Prevent Order.....	4	Vandalism .....	26
House Check.....	231	Water Leak.....	13
Hunter Complaint .....	3	Well Being Check.....	77
Illegal Dumping.....	6	Wires Down .....	47
Larceny .....	18	911 Hopedale .....	787
Lockout House.....	14		

**Offenses 2016**

Aggravated Assault .....	2
Simple Assault .....	18
Intimidation .....	8
Breaking and Entering .....	7
Shoplifting.....	2
Theft from a Building .....	7
Theft from a Motor Vehicle.....	7
All Other Larceny .....	28
Motor Vehicle Theft .....	1
Impersonation .....	14
Destruction of Property .....	19
Drug Violations.....	4
Disorderly .....	3
Operating Under Influence .....	21
Protective Custody .....	2
Liquor Law Violations.....	3
Other Offenses .....	43
Criminal Traffic Offenses .....	36
Pornographic/Obscene Material....	2
Counterfeit .....	4

**Top Ten Offenses Charged**

- 1. Criminal MV Violations
- 2. Larceny
- 3. Operating Under Influence
- 4. Destruction of Property
- 5. Assault and Battery
- 6. Impersonation/Fraud
- 7. Intimidation
- 8. Breaking & Entering
- 9. Theft from a Building
- 10. Drug/Liquor Law Viol

**Arrests by Shift**

Day Shift (8AM – 4PM) .....	79
Evening Shift (4PM-12AM) .....	41
Night Shift (12AM-8AM) ...	48

**Arrests by Day of Week**

Sunday.....	28
Monday .....	29
Tuesday .....	26
Wednesday .....	22
Thursday .....	27
Friday .....	24
Saturday .....	25

**Offenses by Month**

January .....	52
February .....	45
March .....	36
April .....	51
May .....	45
June .....	46
July.....	56
August .....	62
September .....	23
October.....	42
November.....	21
December.....	43



## Motor Vehicle Violations 2016

Arrests .....	23
Civil Violations .....	467
Criminal Complaint .....	131
Written Warning .....	1289
Verbal Warning .....	867

## Top Ten Violations Cited

1. Speeding
2. Inspection Violation
3. Defective Equipment
4. Marked Lanes Violation
5. Stop Sign/Light Violation
6. Suspended/Revoked License.
7. Unregistered MV
8. Seat Belt Violation
9. Unlicensed Operator
10. Uninsured MV

## MV Violations by Location

Bradish Farm Road .....	1
Brooks Street .....	1
Centennial Court .....	2
Chestnut Street .....	5
Christian Hill Road .....	9
Church Street .....	4
Cider Mill Lane .....	2
Crockett Road .....	2
Cross Street .....	1
East Street .....	261
Elm Street .....	13
Ephraims Way .....	2
Fieldstone .....	2

Fiske Avenue .....	2
Fiske Mill Road .....	10
Forest Street .....	2
Glen Avenue .....	3
Glen View Street .....	6
Grove Street .....	14
Hartford Avenue No. ....	246
Hartford Avenue So. ....	22
Henry's Path .....	4
High Street .....	120
Hopkinton Road .....	309
Josiah Drive .....	3
Kiwanis Beach Road .....	1
Knowlton Circle .....	6
Main Street .....	660
Maple Avenue .....	82
Mechanic Street .....	5
Mendon Street .....	325
Milford Street .....	247
North Main Street .....	15
North Street .....	8
Pearl Street .....	1
Plain Street .....	18
Pleasant Street .....	268
Prospect Street .....	2
River Street .....	7
Russell Avenue .....	2
School Street .....	199
South Street .....	12
Southboro Road .....	2
Station Street .....	2
Stoddard Street .....	1
West Main Street .....	55
West River Street .....	5
Warren Road .....	3
Warren Street .....	6

Westboro Road.....	92
Williams Street.....	83

### **MV Accidents by Location Over \$1,000 Damage**

Centennial Court.....	1
Chestnut Street.....	3
Church Street .....	1
Crockett Road .....	1
East Street .....	8
Elm Street.....	1
Ephraims Way.....	1
Fiske Mill Road.....	2
Glen View Street.....	2
Grove Street .....	2
Hartford Avenue No. ....	11
Hartford Avenue So. ....	3
High Street .....	5
Hopkinton Road.....	13
Lodge Avenue.....	1
Main Street.....	29
Maple Avenue.....	9
Mechanic Street .....	1
Mendon Street.....	15
Milford Street.....	12
North Main Street .....	2
Nelson Street.....	1
North Street.....	2
Plain Street.....	2
Pleasant Street.....	15
River Street .....	1
School Street .....	2
South Street.....	4
Southboro Road .....	4
Station Street.....	1

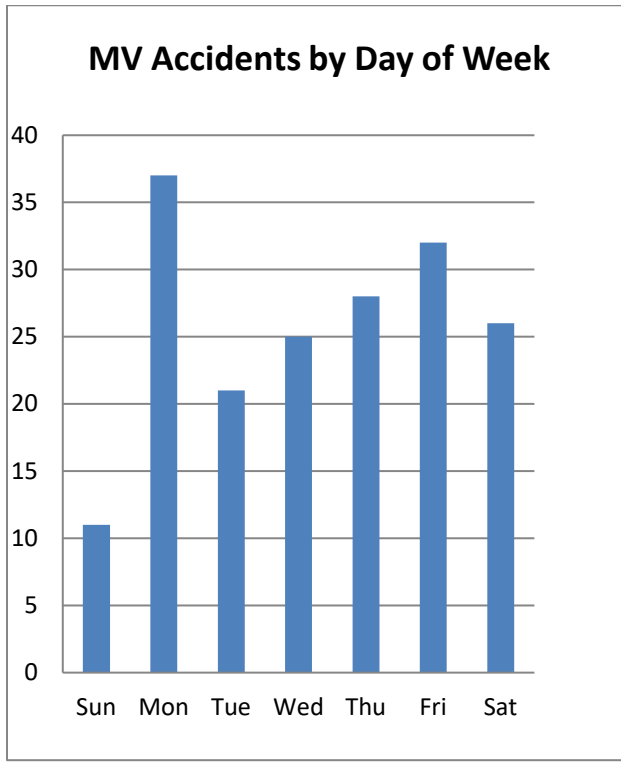
Stoddard Street.....	1
Taft Street.....	2
West Main Street.....	7
West River Street .....	2
Walnut Street .....	1
Warren Street .....	4
Westboro Road.....	7
Williams Street.....	1

### **Top Five Driver Contributing Code for MV Accidents**

1. Driver Inattention
2. Following Too Closely
3. Speed Greater Than Reasonable
4. Failure to Yield Right of Way
5. Failure to Keep in Proper Lane

### **MV Accident Injury Status**

Fatal Injury.....	1
Incapacitating.....	7
Visible injury .....	31
Minor injury.....	20
No Visible Injury .....	250



**Age and Gender Breakdown of Operators**

	Male	Female	Total
<19	15	14	29
19-21	18	2	20
22-25	18	9	27
26-35	25	21	46
36-45	19	16	35
46-60	18	31	49
>60	20	22	42
<b>Total</b>	<b>133</b>	<b>115</b>	<b>248</b>

## **Training**

Full-Time Police Officers received the following mandatory in-service training:

- Firearms Training (Pistol and rifle qualification)
- C.P.R. , First Responder Training, Nasal Naloxone Training and EPI Pen
- A.E.D. (Automatic External Defibrillator) Training
- Educational Incentive Program (EIP) Class Training (monthly)
- Policy Manual Testing (monthly)
- Defensive Tactics Training
- Fair and Impartial Policing
- Legal Updates
- Ethics Training

In addition to the mandatory training, Officers received training in the following specialized areas:

- DCJIS CJIS online training
- MPI LE & Suicide Investigations
- Sergeants Leadership Conference
- LE Advanced Casualty Care
- Field Training & Evaluation Program
- New Mexico Tech Incident Response to Terrorist Bombings
- Center for Missing & Exploited Children – Autism
- EMD Training
- Active Shooter Incidents - Dispatch
- Patrol Rifle Instructor
- Level III Firearms Instructor Certification
- Power Phone – Protecting LE Responders
- Bias Based Policing
- Eyewitness Identification

- Managing Critical Incidents
- Community Engagement
- Multi-Hazard Planning for Schools

### **Grants:**

The Upton Police & Communications Departments received the following grants for 2016:

- **Traffic Enforcement Equipment Grant: \$7,5000.00**  
Funding provided through the Massachusetts Executive Office of Public Safety, Highway Safety Division for patrols to target seat belt safety, impaired driving, and aggressive driving.
- **State 911 Department Support Grant: \$54,376.00**  
Funding was provided by the Massachusetts State 911 Department for equipment purchases within the communication center and for wage reimbursement that may be used for additional training.
- **911 Training Grant: \$10,000.00**  
Funding was provided by the Massachusetts State 911 Department for E911 approved courses and overtime replacement costs for employees attending training.

### **Community Policing & Special Programs:**

The Upton Police Departments continues to support the philosophy of community policing by offering the following programs:

- R.A.D. Program for Adults and Children
- Officer Phil Program at Memorial School
- Annual Fishing Derby
- Seniors Spaghetti Supper
- Santa Claus Visit on Christmas Eve
- SRO (School Resource Officer)
- Massachusetts Police Certification/Accreditation Program

- Youth Recreation Program

### **Conclusion:**

The Upton Police Department continues its pursuit of excellence through involvement with the Massachusetts Police Accreditation Commission. On May 5, 2016, the Upton Police Department received the honor of being “Re-Accredited”. The Massachusetts Police Accreditation Commission’s Accreditation Program provides the following benefits:

- Provides a norm for the Upton Police Department to judge its performance.
- Provides a basis to correct deficiencies before they become public problems.
- Provides accountability among agency personnel.
- Provides a means of independent evaluation of agency operations for quality assurance.
- Enhances the reputation of the agency and promotes public confidence in it.
- Reduces liability exposure by following best practices for delivery of services and supervision of personnel.

I would like to thank the Board of Selectman, Town Manager’s Office, Town Departments, School Departments and residents for their support and cooperation while we pursue our mission.

### **Mission Statement**

*“The Upton Police Department is dedicated to providing quality and professional policing to our community. Through the use of proactive community policing programs, we strive to reduce crime, the fear of crime and to enhance the quality of life for all residents. We value honesty, integrity, compassion, and fairness, while delivering police services in partnership with the community we serve.”*

Respectfully submitted,

Chief Michael J. Bradley, Jr.

## **REPORT OF THE RECREATION COMMISSION**

This year was filled with both negatives and positives. On the negative side, we suffered from a lack of direction, supervision, and communication. As a result, we didn't expand our programs as we should have nor did we review what we were doing to see how we could do it better. On the positive side, our camp Directors stepped up and filled the management void and, after our Recreation Director resigned in September, the Recreation Commission (including our Admin, Deb Teta who has been nothing short of amazing) assumed that role while looking for a replacement. We launched a new web site which will provide a better experience for people signing up for our courses and activities. Among other useful features, the site provides the ability to print a calendar showing the schedule for each family member's recreation activities on a weekly or monthly basis. And, while we were working on the new site, we expanded our offerings from 3 to 34 (not including Kids@Play) providing, for the first time, a number of diverse activities for our residents from pottery to water color painting to learn to skate and many more.

The search for a new Recreation Director has yielded a number of well qualified candidates, far more than we had previously. We believe this is due in part to the fact that we upgraded the position to 30 hours per week instead of 20. We hope to have someone in place by early February 2017.

Our overall enrollment numbers for existing programs remained consistent. Our goal for 2017 is to continue offering more diverse activities, both passive and active for people of all ages and abilities.

The Upton Town Beach had another successful season in the summer of 2016. This would not have been possible without all of the good work done by the Swim Instructor, Swim Aides, Lifeguards, Gatekeepers, and the Groundskeepers. This program's success as well as the terrific condition of our fields would not have been possible without the assistance and support from DPW Director Vincent Roy, Parks Supervisor John Johnson, Jr. and Gary Harper who keeps the fields in great shape.

Our attendance in the 12<sup>th</sup> year of the Kids@Play Summer Program at the

Upton Town Beach and Athletic Facility remains high. Over 270 children (grades K-8) spent part of their summer participating in the program. Participation in the Adventure Exploration program which provides a vehicle for older kids 10 - 15 to participate remained steady. Without the hard work of the Program Directors and Counselors (especially this year), these programs would not have been possible, so we thank them for their important contributions.

The Kiwanis Beach Softball/Baseball field was used by the Upton Youth Cal Ripken baseball teams as well as the Upton Men's and Women's Softball Leagues. The soccer/lacrosse field was extensively utilized by the Mendon Upton Youth Soccer Association, the Upton Women's Soccer League and the Mendon Upton Youth Lacrosse Association who held practices and a full slate of games in the spring. Using CPA funds, an additional parking lot was added at Kiwanis Beach for 28 cars providing better access to the soccer\lacrosse field for people with impaired mobility. This would not have been possible without the help of the DPW, particularly Vinnie Roy who was the project lead.

2016 was the third year of our concert series and we were pleased with both the groups and the attendance. We expanded the concerts to six and ended up with five (one was rained out). Our goal is to double the attendance in 2017.

In 2016, the Upton Recreation Commission offered the following recreation opportunities to Upton:

- Swim Lessons at Upton Town Beach
- Life Guard coverage at Upton Town Beach
- Kids@Play Summer Program for grades K-8
- Recyclable Boat Race at Town Beach
- Children's Youth Theater
- Adult Volleyball – pickup
- Coed Youth Volleyball
- Adult Yoga classes
- Zumba workout classes



The Recreation Commission is very interested in offering additional recreation opportunities to the citizens of Upton are open to suggestions on programs. If you have a program idea please drop us a note at: Rec-Com, One Main Street, PO Box 14, Upton or via e-mail at [dteta@uptonma.gov](mailto:dteta@uptonma.gov) – we would like to hear from you.

We look forward to working with and for the citizens of Upton to provide more diverse recreation opportunities in 2017.

Respectfully submitted,

Rich Gazoorian, Chairman  
Rick LaCross  
Debbie Amorelli

**RECREATION COMMISSION  
CALENDAR YEAR 2016 FINANCIAL RESULTS SUMMARY**

<b><u>Recreation Revolving Fund</u></b>	<b><u>Amount</u></b>
Beginning Balance 01-01-2016	\$ 92,673.44
Revenues	\$ 173,515.00
Expenses	<u>\$ 211,533.10</u>
Ending Balance 12-31-2016	\$ 54,655.34

<b><u>DPW Parks Revolving Fund</u></b>	<b><u>Amount</u></b>
Beginning Balance 01-01-2016	\$ 9,275.71
Revenues	\$ 2,575.00
Expenses	<u>\$ 550.71</u>
Ending Balance 12-31-2016	\$ 11,300.00

<b><u>General Fund</u></b>	
Recreation Misc. Expenditures	\$ 4,575.00
Recreation Site Improvements	\$ 25,398.19

## REPORT OF THE REGISTRAR OF VOTERS

I respectfully submit the following report for year ending 2016.

Members of the Registrar of Voters are Cynthia Robertson (D), Eva Fowler (D), Jane Gienger (R) and Kelly A. McElreath (U).

In 2016, we had 4 elections. The Board of Registrars held extended registration hours for all of these elections. The Board of Registrars encourages residents to register to vote and participate in all elections. Voter Turnout for these elections were as low as 4% to as high as 82%.

In 2016, the number of total voters increased by 522 voters. As with any Presidential year, voter registration was robust. Many new registrations were processed this past year so voters could vote in the Presidential Election. This year to assist with Voter Registration, the State instituted online voter registration. This online tool made it very easy for voters to register to vote. Most of the new voter registrations are completed at the Registry of Motor Vehicles or online. Also, again this past year, in order to encourage young people to vote, I visited the Nipmuc High School to register the students who are 18 or older.

As is our practice, our voter list is maintained through the state computer known as the Central Voter Information System. We update the CVR with information received from the annual town census and other sources. For the past 16 years, Denise Smith works hard to maintain the voter list on the CVR and keep our paperwork work up to day. The Board of Registrars would like to thank Denise Smith for her dedication maintaining the voter list.

At the end of 2016, there were 5,669 registered voters in the Town of Upton. The breakdown is as follows:

Unenrolled	3,692	Democrats	1,018
Republicans	897	United Independent	32
All other	30		

Respectfully submitted,

Kelly A. McElreath, Ex-Officio Clerk to Registrars

# REPORT OF THE TOWN ACCOUNTANT

## Combined Balance Sheet- All Fund Types and Account Group

	General Fund	Special Revenue	Capital Projects	Agency & Trust	Enterprise Funds	Long Term Obligations	Combined Total
<b>ASSET S:</b>							
Cash	2,249,170	2,304,574	2,817	6,024,734	1,569,794		12,151,089
Receivables:							0
Property Taxes (Comm Presv)	799,126	13,396					812,522
Electric Taxes	72,596						72,596
Water/Sewer					144,343		144,343
Tax Liens	691,007	7,546			13,507		712,060
Other	61,958	29,286					91,244
Bonds Authorized						878,702	878,702
Amnt to be provided long-term debt						11,108,900	11,108,900
<b>Total Assets</b>	<b>3,873,857</b>	<b>2,354,802</b>	<b>2,817</b>	<b>6,024,734</b>	<b>1,727,644</b>	<b>11,987,602</b>	<b>25,971,456</b>
<b>LIABILITIES &amp; FUND EQUITY</b>							
<b>Liabilities:</b>							
Accrued Payroll	89,458	17,508		2,430	8,239		117,635
Accrued P/R Withholdings	12,893						12,893
Deferred Revenue	1,191,116	20,942			157,850		1,369,908
Reserved for Abated Taxes	431,510						431,510
Notes Payable			262,007				262,007
Long Term Debt						11,108,900	11,108,900
Bonds Authorized & Unissued						878,702	878,702
Warrants Payable	173,832	28,811		6,867	76,239		285,749
Other liabilities	4,955			239,206			244,141
<b>Total Liabilities</b>	<b>1,903,744</b>	<b>67,261</b>	<b>262,007</b>	<b>248,503</b>	<b>242,328</b>	<b>11,987,602</b>	<b>14,711,445</b>
<b>FUND EQUITY</b>							
Reserved for Various Purp	411,396	725,381	(259,190)	5,776,231	382,760		7,036,578
Reserved for Deficit							0
Reserved for Ban Proceeds							0
Unreserved	1,558,717	1,562,160			1,102,556		4,223,433
Other							0
<b>Total Fund Equity</b>	<b>1,970,113</b>	<b>2,287,541</b>	<b>(259,190)</b>	<b>5,776,231</b>	<b>1,485,316</b>	<b>0</b>	<b>11,260,011</b>
<b>Total liabilities and Fund Equity</b>	<b>3,873,857</b>	<b>2,354,802</b>	<b>2,817</b>	<b>6,024,734</b>	<b>1,727,644</b>	<b>11,987,602</b>	<b>25,971,456</b>

## Enterprise Funds Summary

### WATER ENTERPRISE

#### Revenue

Interest	4,565.36
Water Usage Charges	815,950.10
Water Liens	61,291.87
Connection Fees	121,102.50
Misc. Revenue	11,002.36
Other Financing Sources - Transfers In	202,785.00
<b>Total</b>	<b>1,216,697.19</b>

#### Expenses

General Labor	218,102.23
Worcester Cty Retirement Pension Fund	12,500.00
Water Expenses	289,969.49
Capital Outlay	36,676.16
Article 10 5/10/12 - West River Pump Station	8,297.02
Article 35 5/10/12 - Hartford Water Main	22,658.83
FC ATM 05/08/2014 A31 Town Hall Water Pipe	3,941.17
Debt Service Expenses	405,569.14
<b>Total</b>	<b>997,714.04</b>

### WASTEWATER ENTERPRISE

#### Revenue

Interest	3,153.87
Connection Fees	224,000.00
Waste Water Charges	557,807.10
Waste Water Liens	53,900.90
Misc. Revenue	8,821.17
Other Financing Sources - Transfers In	185,158.00
<b>Total</b>	<b>1,032,841.04</b>

#### Expenses

General Labor	200,140.99
Worcester Cty Retirement Pension Fund	12,500.00
Wastewater Expenses	261,604.22
Capital Outlay	19,807.00
Debt Service Expenses	242,230.41

**Total 736,282.62**

## Encumbrances Summary

Town Accountant - GASB 45 FY08	9,200.00
Debt - ATM 5/5/11 A15 Design Roadway Improvements	90,803.98
ATM FY13 5/10/12 Art 13 Classification Plan	3,500.00
ATM FY13 5/10/2012 A 28 Road Construction & Drainage Projects	30,199.40
ATM FY13 5/10/2012 A32 DPW Garage Add	25,000.00
Debt - FY14 ATM 5/9/2013 A9 Town Hall Renovations	2,062.18
ATM FY14 5/09/2013 Electronic Permitting System	3,455.04
ATM FY14 5/09/2013 A25 PH II NPDES Storm Water Program	14,355.42
ATM FY14 5/09/2013 A32 Supplement Towns Conservation Fund	2,000.00
ATM FY14 5/09/13 A15 Classification and Compensation Plan Review	3,500.00
FC ATM FY14 05/09/2014 A27 DPW Oshkosh Truck	3,428.42
OS ATM FY14 05/08/2014 A36 Assessors - Title Research	6,000.00
ATM FY15 05/08/2014 A35 Assessor Revaluation	12,461.25
FC ATM FY15 06/04/2015 A30 Lib. & COA Facility - Feasibility Study	10,750.00
ATM FY16 05/05/2016 A19 Fire Dept. Station Replace Flooring	18,000.00
STM FY16 11/17/2015 A5 Animal Control-Purchase & Equip Used Veh	20,000.00
STM FY16 11/17/2015 A7 DPW-Used Oshkosh Truck Painting & Equip	7,500.00
STM FY16 11/17/2015 A8 DPW - Eng. Assessment for Fisk Mill Bridge	2,500.00
STM FY16 11/17/2015 A9 Fire - Painting & Equip Tanker 2 Truck	2,843.76
STM FY16 11/17/2015 A10 Police - Purchase Armored Vests	900.00
STM FY16 11/17/2015 A11 Planning Bd - CMRPC Assistance Program	9,750.00
ATM FY16 06/04/2015 A19 Fire - SCBA	1,616.21
ATM FY16 06/04/2015 A20 Fire - CPR Machines	392.85
ATM FY16 06/04/2015 A22 Phase II NDES Storm Water	3,801.58
ATM FY16 06/04/2015 A23 DPW - Purchase 5 Ton Truck	65,000.00
ATM FY16 06/04/2015 A25 DPW - Various Roadway Signs	9,696.20
ATM FY16 06/04/2015 A29 Assessor Revaluation	18,000.00
ATM FY16 06/04/2015 A32 Town Roads Construction and Imp.	29,482.82
STM FY16 03/03/2016 A5 DPW - Purchase Hot Box Paving Machine	1,000.00
<b>Total</b>	<b>407,199.11</b>

## Expense Summary

Town Meetings Elections	9,951.07	Fire Dept. Bldg. Maintenance	20,093.67	Board of Health Expense	10,099.48
Moderator Salary	500.00	Fire Alarm Maintenance	1,000.00	Health Board - Trash Bags	31,752.36
Moderator Expense	69.00	Computer/Copier Maintenance	2,300.00	BOH - Hazardous Waste	6,000.00
Selectmen-Wages	230,603.63	Fire Dept. - Training	6,000.00	Nurse Wages	33,496.16
Selectmen - Salaries	1,750.00	Fire Dept. Expense	17,107.61	Nurse Wages - Blackstone & Beltingham/IMA	7,405.47
Selectmen-Weights Measures Services	1,000.00	Fire Dept-Vehic Fuel	5,888.05	Health Service Expense	883.38
Printing	3,930.56	Fire Dept. Vehicle Maint	30,378.50	Council on Aging - Wages	134,445.87
Telephone Expense	15,078.10	Fire Dept. Clothing Allowance	5,591.15	COA Expense	23,180.13
Selectmen Expense	1,999.49	New Equipment	15,413.91	Veterans Service - Wages	7,681.20
Town Manager Expense	8,644.25	Anth. Serv. - Wages	91,106.19	Veterans Service Expense	474.46
Finance Committee Expense	684.50	Antibulance Service Supplies	52,469.00	Veterans Benefits	12,482.65
Finance Committee Reserve	0.00	Anth. Service - Licensing and Cert	4,399.98	Library-Wages	172,438.48
Town Accountant Wages	38,729.93	Anth. Serv. - Clothing Allowance	1,798.68	Library-Salaries	3,750.00
Audit Financial Records	16,000.00	Paramedics Expense	7,171.16	Library Expense	52,524.00
Town Accountant-Accounting Program	3,382.47	Antibulance Billing	10,800.00	Recreation - Salaries	0.00
Town Accountant Expense	1,233.25	Code Enforcement - Wages	143,127.00	Recreation - Beach	0.00
Capital Budget Committee Expense	0.00	Code Enforcement - Training	825.00	Recreation - Site Improvements	33,352.54
Assessors-Wages	47,957.26	Building Inspector Expense	10,306.17	Parks Playground Maintenance	32,500.00
Assessors - Salaries	1,250.00	Code Enforcement - Mileage	6,198.03	Historical Commission Expense	804.34
Assessor - Software/Hardware	5,180.00	Emergency Management - Wages	6,756.22	Memorial Day	1,980.20
Assessors - Interim Valuations	4,800.00	Emergency Management - Expense	3,000.00	Long Term Principal	511,717.14
Assessors - Mapping	3,850.00	Emergency Mgmt - Reverse 911 System	6,510.00	Short Term Interest	1,555.70
Assessors - Training	1,705.40	Animal Control Wages	13,114.73	Long Term Interest	94,559.06
Assessor Expense	3,418.72	Kennel Rental	0.00	Air Pollution Control	2,301.00
Treas Coll. - Wages	50,302.24	Animal Control Expense	453.32	Boston Metro District	50,275.00
Treas Coll. - Salary	55,612.44	Animal Control - Rabies Vaccine	0.00	RNV Surcharge	4,960.00
Treas Coll. Expense	32,786.88	Animal Control Transportation	166.87	Worc. City Retirement Pension Fund	390,019.00
Town Counsel Expense	74,435.46	DPW Parks Forestry & Cem. - Wages	129,078.64	Unemployment Compensation Fund	20,578.95
Personnel Committee-Wages	900.74	DPW Parks - Radio Maintenance	250.00	Medicare	61,473.11
Personnel Committee MIPA Membership	0.00	Forestry Expense	23,162.00	Parking Ticket Warrant Officer	0.00
Personnel Board - Merit Bonus Program	2,800.00	Pest Control	1,500.00	Bond Town Officers	994.00
Medical Testing	1,107.00	DPW Parks - Training	56.00	Insurance	839,781.06
Personnel Comm. - Longevity Bonus	1,782.56	Forest Fire Expense	4,000.00	Other Financing Uses Transfers Out	441,447.77
Personnel Committee - Training	0.00	DPW Parks - General Expense	745.61	DPW - Info/Infiltration Program FY07	3,519.61
Personnel Committee Expense	0.00	DPW Parks Forestry & Cem.-Veh Fuel	977.12	STM 4/3/12 A 10 Upgrade Website	781.00
Tax Titles Foreclosures	21,513.58	DPW Parks Forestry & Cem.-Veh Maint	1,010.20	Debt - ATM 5/5/11 A15 Design Roadway Improvements	132,236.79
Cable Comm. - Wages	0.00	DPW Parks - Clothing Allowance	965.46	ATM 5/5/11 A24 Assessor Revaluation	7,083.96
Technology - Expense	51,307.29	Animal Disposal Service	0.00	ATM 5/5/11 A41 Breeders	848.83
Town Clerk - Wages	70,562.93	MURSD - Salaries	0.00	ATM FY13 5/10/12 Art 22 Assessor Revaluation	18,000.00
Town Clerk Expense	3,671.20	Mendon-Upton Operating Expense	10,050,288.00	ATM FY13 5/10/12 A 28 Road Const. & Drainage Proj.	3,565.00
Registrar of Voters Expense	3,381.48	Mendon-Upton Debt Exchanges	1,008,000.00	Debt - FY14 ATM 5/9/2013 A9 Town Hall Renovations	26,493.55
Conservation Comm. - Clerk Wages	19,404.01	Blackstone Valley Operating Expense	1,210,136.00	ATM FY14 5/09/2013 A25 PHII NPDES Storm Water	4,000.00
Aquatic Weed Control	5,111.19	Blackstone Valley Capital Assessment	18,494.00	FC ATM FY14 05/09/2014 A27 DPW Outkosh Truck	14,502.41
Conservation Commission Expense	8,213.70	DPW - Wages	420,781.01	FC ATM FY14 05/08/2014 A30 DPW Var Roadway Signs	4,908.38
Beaver Control	6,479.00	DPW Consultant	14,500.00	ATM FY15 05/08/2014 A26 DPW - Phase II National Poll.	15,000.00
Planning Board - Salaries	2,750.00	DPW Building Utilities	27,517.07	ATM FY15 05/08/2014 A33 Town Library Facility Plan	17,632.30
Planning Bd. Clerk Wages	17,610.76	Radio Maintenance	1,250.00	ATM FY15 05/08/2014 A35 Assessor Revaluation	5,538.75
Regional Planner	1,956.70	DPW Building Maintenance	7,885.11	ATM FY15 05/08/2014 A39 Town Roads Const. and Imp.	49,385.45
Planning Board Expense	1,886.58	DPW - Contracted Services	42,000.00	FC ATM FY15 06/04/2015 A26 - IT Replacement Server	24,897.47
Housing Authority - Salaries	0.00	DPW - Training	979.00	FC ATM FY15 06/04/2015 A21 - Fire - Turnout Gear	21,150.00
Town Bldg. Expense	63,952.10	DPW Expense	24,726.13	FC ATM FY15 06/04/2015 A30 Lib. & COA Facility	4,250.00
Police Wages	1,438,559.85	DPW Vehicle Fuel	19,838.43	STM FY16 11/17/2015 A4 BOS - Purchase & Equip Veh	23,500.00
Police Utilities	35,176.71	DPW Vehicle Maintenance	37,010.71	STM FY16 11/17/2015 A6 DPW - Purchase Storage Trailer	30,500.00
Radio Maintenance	1,751.01	Highway Material	20,844.60	STM FY16 11/17/2015 A8 DPW - Engineering Assessment	7,500.00
Police Building Maintenance	17,108.53	Oiling Paving	25,673.91	STM FY16 11/17/2015 A9 Fire - Painting & Equip Tanker	5,096.47
Police Training	4,858.16	DPW - Clothing Allowance	4,088.03	STM FY16 11/17/2015 A10 Police-Purchase Armor Vests	1,975.00
Police Expense	20,603.89	Snow Removal	209,969.66	ATM FY16 06/04/2015 A19 Fire - SCBA	15,383.79
Cruiser Gas	21,903.51	Street Lights	33,578.28	ATM FY16 06/04/2015 A20 Fire - CPR Machines	15,607.15
Cruiser Maintenance	10,028.32	Waste Removal- Disposal	86,728.96	ATM FY16 06/04/2015 A22 Phase II NPDES Storm Water	11,198.42
Police Clothing Allowance	15,499.09	Waste Removal- Curbside Services	273,692.96	ATM FY16 06/04/2015 A24 DPW - One-Ton Truck	39,440.00
New Cruiser	34,000.00	DPW - Storm Water Management	23,374.99	ATM FY16 06/04/2015 A25 DPW - Various Roadway Sign	303.80
Computer Maintenance	11,969.90	Cemetery - Salaries	750.00	ATM FY16 06/04/2015 A27 IT - Upgrade Town Website	7,469.00
Dispatcher Clothing Allowance FT	1,448.00	Cemetery Maintenance	19,675.86	ATM FY16 06/04/2015 A32 Town Roads Const. & Imp.	70,517.18
Dispatcher Clothing Allowance PT	296.00	Health Board - Wages	49,057.51	STM FY16 03/03/2016 A5 DPW - Hot Box Paving Mach.	6,775.00
Fire Dept. - Wages	661,952.49	Health Board - Salaries	1,000.00	STM FY16 03/03/2016 A6 BOS - Char-Gov Subscription	1,000.00
Fire Dept. - Utilities	40,484.79	Health Board - Food Inspections	1,890.00		
Radio Repair	2,999.92	Demolition of Buildings	0.00		
				<b>Total Expenditures</b>	<b>21,050,132.00</b>

## **Parks Revolving Summary**

**Beginning Balance 7-1-15** \$ 7,491.71

Revenue \$ 3,685.00

Expenditures \$ 1,176.71

**Ending Balance 6-30-16** \$ 10,000.00

## **Revenue Summary**

Personal Property	\$502,242
Real Estate	\$17,850,100
Tax Liens	\$201,895
Motor Vehicle Excise	\$1,190,568
Penalties/Interest	\$157,045
Fees	\$152,812
Other Dept Revenue	\$502,060
Licenses and Permits	\$274,281
State - Cherry Sheet	\$710,404
Fines and Forfeits	\$24,019
Misc. Revenue	\$38,412
Invest Income	\$5,621
Transfers In	\$12,552

**Total General Fund Revenue** **\$21,622,011**

Respectfully submitted,

Kenny Costa  
Town Accountant

## **REPORT OF THE TOWN CLERK**

I respectfully submit the following report for year ending 2016:

This past year, the Town Clerk's office was very busy with elections. We conducted 4 elections: Presidential Primary in March with a 48% turnout; Annual Town Election in May with a 23% turnout; State Primary in September with a 4% turnout; Presidential Election in November with an 82% turnout. For the Presidential Elections, we conducted Early Voting for the 2 week prior to the Election. This saw a turnout of 35% of Upton voters. I would like to thank all the elections workers, especially Denise Smith for their hard work to have successful elections in Upton.

It is a pleasure to report Upton was the recipient of the Louis Bertonazzi Best Voting Award for the highest percentage turnout for 2015-2016.

Again, this past year, the Third-Grade Class from Memorial School came to Town Hall to learn about Town Government and participate in a Mock Town Meeting. It was a great time to have them visit. Also, in November, I participated in the 21<sup>st</sup> Learning Conference at Nipmuc High School. In conjunction with the Moderator from Mendon, I explain how Elections and Town Meetings work. The students from the junior class also participated in a Mock Town Meeting. Lastly, to emphasis civil responsibility to vote, we set up our voting equipment and all students at the High School were able to vote a mock presidential ballot. It was a great learning experience for the students.

Also during the past year, I worked with the Town Manager on various projects: completing union negotiations, keeping website up to date, maintaining the Town Hall facility.

I continue to be a member of 4 different Town Clerk's associations. These memberships have allowed me to attend training with the Massachusetts Town Clerk's Association and the Worcester County Town Clerks Association. There were many changes to the voting laws this past year especially as it related to Early Voting. I am thankful for the support to attend these conferences to keep up to date on changes.

A major function of the Town Clerk's office is to record documents for the Town. The following records were recorded at the Town Clerk's office during 2015:

### **VITAL STATISTICS**

61 Births  
22 Marriages  
50 Deaths

### **DOG LICENSES**

926 Dog licenses  
10 Kennel licenses

The Town Clerk's office generated approximately \$13,900.00 in revenue for Fiscal Year 2016. These funds were transferred to the Town Treasurer.

The Town Clerk office hours coincides with the hours the Town Hall is opened to the public: Monday, Wednesday, and Thursday: 8:00 am – 4:00 pm, Tuesday 9:00 – 6:00, Fridays 8:00 – 12:00.

As always, any requests or questions can be emailed to [kmcelreath@uptonma.gov](mailto:kmcelreath@uptonma.gov). For more information about the Town Clerk's office, please visit our web page at the town's website, [www.uptonma.gov](http://www.uptonma.gov). To all the various boards, commissions and committees who have helped me this past year, thank you for your support. I look forward to your continued support.

Lastly, to Denise Smith, once again thank you for all your hard work this past year. Your support and dedication to the office have supported me during this past year.

Respectfully submitted,

Kelly A. McElreath  
Town Clerk



# REPORT OF THE TREASURER/COLLECTOR

Fiscal Year End June 30, 2016

## TREASURER'S GENERAL FUND CASH ACCOUNT

Beginning Balance, June 30, 2015	not incl. trusts	\$ 5,285,387
Receipts 2016		\$ 25,995,512
GF Interest 2016		\$ 5,621
CPA Int/Earnings		\$ 13,030
Warrants 2016		\$ (25,139,329)
Ending Balance, June 30, 2016	not incl. trusts	\$ 6,160,221

## BORROWINGS

<u>Type</u>	<u>Purpose</u>	<u>FY 16 Retired</u>	<u>FY2016 YE</u>	<u>Ending Term</u>
		<u>Amount</u>	<u>Balance</u>	
GOB	Stefan#1	\$ 93,000	\$ 403,500.00	2020
GOB	Fire Station	\$ 217,000	\$ 941,500	2020
GOB	Ambulance	\$ 18,500	\$ 111,000	2022
GOB	TIP Engineering	\$ 120,000	\$ 120,000	2017
GOB	Trackless Plow	\$ 29,000	\$ 29,000	2017
GOB	Dump Truck	\$ 18,500	\$ 111,000	2022
GOB	Town Hall Renovation	\$ 170,000	\$ 4,185,000	2034
MWPAT	Sewer Treatment Plant	\$ 299,300	\$ 952,800	2019
GOB	Main Street Water Line	\$ 50,100	\$ 880,650	2028
GOB	Pump Station	\$ 9,900	\$ 185,450	2028
GOB	3rd Water Source	\$ 150,000	\$ 2,960,000	2033
GOB	Glenn Well Repair	\$ 29,000	\$ 169,000	2022
GOB	3rd Water Source Design	\$ 60,000	\$ 60,000	2017
BAN	Quint Fire Truck	\$ 50,000	\$ 262,007	yearly
TOTAL		\$ 1,221,300	\$ 11,370,907	

## Authorized and Unissued

Chapter 90 Roads	\$ 878,702
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## Interest/Fees Collected 2016

Interest/Demand fees from R.E. and P.P.	\$ 62,948
Interest/Demand fees from MVE	\$ 17,714
Interest/Demand fees from Tax Title	\$ 79,002
Treasurer/Collector fees	\$ 11,492
Water/sewer enterprise interest	\$ 7,721

Respectfully submitted,  
**Kenneth Glowacki, CMMC, CMMT**  
Treasurer/Collector

## **REPORT OF THE TREE WARDEN**

As the Tree Warden of the Town of Upton, I am responsible for upholding "The Shade Tree Act" Chapter 87, Massachusetts General Law. The Shade Tree Act was intended to protect public trees and to ensure that our Town remains an environmentally healthy and attractive place to live. The Shade Tree Act was also intended to protect the public from dangers associated with potentially hazardous trees.

At the May 5, 2016, Annual Town Meeting, residents voted to amend Article 10 of the General Bylaws to add a new chapter 8, "Tree Bylaw". The intent of this by-law is to sustain environmental health, enhance the economic well-being and maintain the quality of life for the citizens of the Town of Upton. The by-law establishes policy and guidelines for ensuring the health and longevity of the Town's public shade trees and other Town-owned trees.

During the past year, the DPW has taken proactive measures to maintain the health of as many of our mature public trees as the Forestry budget would allow; this included the removal of several public trees identified as hazardous. By trimming and pruning dead or diseased limbs, mature trees are less likely to succumb to violent weather, disease, and infestations of insects.

In addition to maintenance work performed on larger public shade trees, many smaller/young trees were pruned as part of a proactive program to ensure good form, structure and health as they develop towards maturity. As part of an ongoing program, many unsightly roadside stumps were ground up or removed during the year.

I would like to thank John Johnson, Deputy Tree Warden, Gary Harper, and National Grid for their hard work and assistance in maintaining the Town's trees. A special thanks to Blythe Robinson (former Town Manager) and members of the Planning Board and Conservation Commission for their help in creating the new "Tree Bylaw".

Respectfully submitted,  
Vincent Roy, Director

## **REPORT OF THE TRUST FUND COMMISSIONERS**

The Town of Upton's Trust Fund Commissioners met during the course of 2016 on several occasions and consulted with our Financial Advisor relative to the investments of the Trust fund accounts. The Board has continued to diversify the funds and maintained its investment discipline and adherence to our Investment Policy Statement.

We believe that diversification and investment discipline helped to protect the town's trust funds during the past and is the prudent course of action going forward.

The expendable portions of the Trust Funds are conservatively invested in fixed income securities. As these funds are potentially needed as appropriated, the investments consist of shorter duration fixed income investments. The returns for calendar year 2016 for the expendable portion of the portfolio were 5.29%. In the past year, the more credit sensitive portion of the portfolio contributed to the performance as the portfolio outperformed the Barclay's Capital Bond Index return of 3.07%.

The non-expendable portions of the Trust Funds are invested in a diversified portfolio of both US Large, Mid and Small Capitalized companies, International Investments and fixed income investments. The fixed income investments similarly are more focused on shorter duration fixed income. The returns for calendar year 2016 for the non-expendable funds were 7.34%. For comparative purposes, we have been using a blended index representing 12% international, 38% Barclays Capital Bond Index, 10% Russell 2000, and 40% S&P 500. In 2016 that blended index return was 8.37%.

Our portfolio is diversified and will not always perform like a particular index or blended index but over time it does provide a useful means to measure the portfolio. Although there have been changes to the portfolio over the year the overall asset allocation is consistent with last year.

Respectfully submitted,  
Kenneth Glowacki, Chairman, Michael Oliver, Steve McCaw

## REPORT OF THE TRUST FUND COMMISSIONERS

		FY2015 <i>Nonexpendable</i>	FY2015 <i>Expendable</i>	FY2016 <i>Nonexpendable</i>	FY2016 <i>Expendable</i>	<i>Trust Fund Specified Use</i>
1	Stabilization(s)		\$1,376,219.82		\$1,382,029.42	per town meeting
2	Post Emp. Benifits		\$95,096.18		\$95,224.67	
3	Law Enforcement		\$848.39		\$848.39	police drug enforcement
4	Conservation		\$7,519.96		\$8,661.48	conservation commission
5	Cemetery Interest	\$364,449.70	\$53,244.66	\$354,126.00	\$61,851.22	spendable and pric. earnings by cemetery comm
6	Knowlton Distress	\$7,192.90	\$83,550.12	\$6,904.05	\$84,651.23	by selectmen for townspeople in distress
7	Industrial Accident		\$1,435.83		\$1,451.96	for workmen's compensation law selectmen's rules
8	Batchelor School	\$7,192.90	\$31,684.85	\$6,904.05	\$32,203.05	support & maintenance of town schools
9	Schultz Library	\$2,877.16	\$5,876.15	\$2,761.62	\$6,007.03	library books
10	Risteen Scholarship	\$1,438.58	\$91.44	\$1,380.81	\$124.89	
11	Carpenter Library	\$1,438.89	\$3,260.29	\$1,380.81	\$3,329.35	books or art prints
12	Batchelor Library	\$7,192.90	\$2,900.53	\$6,904.05	\$3,095.23	support & maintenance of town library
13	Johnson Library	\$1,438.58	\$1,308.22	\$1,355.35	\$1,380.81	
14	W. Knowlton	\$681,811.61	\$88,716.13	\$653,093.59	\$106,773.72	controlled by the Selectmen for any public purpose
15	Keith Library	\$1,438.58	\$682.04	\$1,380.81	\$722.13	library
16	Batchelor & Knowlton	\$101,223.50	\$177,282.83	\$97,202.44	\$181,569.62	by school committee for care of school in Upton
17	Lora Davee Dearth	\$11,069.09	\$9,483.46	\$10,624.57	\$9,839.51	library books
18	Bates Scholarship	\$1,195.46	\$150.66	\$1,147.45	\$179.29	
19	E. W. Risteen B	\$563,003.02	\$739,080.43	\$540,460.48	\$745,110.97	welfare
20	E. W. Risteen C	\$563,003.02	\$10,302.16	\$540,460.48	\$21,627.82	schools(cy pres completed)
21	E. W. Risteen D	\$563,003.02	\$152,005.66	\$540,460.48	\$144,215.39	beautification
22	Newton	\$1,438.58	\$2,292.20	\$1,380.81	\$2,350.38	library books
23	Ramsey Scholarship		\$6,388.22		\$6,260.02	
24	Goodridge		\$15,371.79		\$15,544.55	Upton senior center
25	Wilson Library		\$2,945.61		\$2,978.71	childrens section of the library
26	Library Good Fortune		\$13,676.63		\$12,829.79	
27	Shraft Armstrong		\$2,590.03		\$2,619.14	benefit the library by the board of trustees & librarian
28	Frost Magnuson	\$3,596.45	\$2,440.50	\$3,452.02	\$2,548.98	library
<b><i>FY 2016 Expenditures</i></b>		Library Good Fortur	\$2,984.00	Risteen B	\$13,463.15	
		Ramsey	\$200.00	Risteen C	\$0.00	
		W. Knowlton	\$5,260.10	Risteen D	\$20,617.40	

## **REPORT OF VETERANS' GRAVES**

The Board of Selectmen appointed me as the Veteran's Graves Officer this past year as a composite function of the Veteran's Services Officer for the town. Since that appointment, I have been coordinating with the Cemetery Commissioners, the Veterans of Foreign Wars, and American Legion Posts (with the participation of the Boy Scouts) to identify, record, and mark the graves of veterans who are interred in town cemeteries. Flags are placed at graveside in memorium each year as we approach Memorial Day and generally are removed after Veterans Day each year.

We are in the process of updating the electronic record of graves where veterans are interred. This is an ongoing process. We are also updating the list of Upton veterans for the roll call at the Memorial Day activities in the community. We encourage anyone with knowledge of the locations of interred military veterans to contact us if it appears that there is no grave marker, flag, or identifying plaques of their service.

Respectfully submitted,

Robin Fletcher  
Veterans' Graves Officer

## **REPORT OF VETERANS' SERVICES**

This past year has been one of significant growth with respect to the number of cases applying for federal benefits. These are cases where an applicant files for federal benefits which means that the benefits are coming into the community directly from the federal treasury, resulting in increased local economic value.

As the years' march on, we are seeing a shift from one veteran era (World War II) to another (Korea and Vietnam,) where veterans from each of these eras are, in greater and greater numbers, needing help. As large numbers of veterans become eligible for Medicare, VA benefits, and other needs, the extent of their awareness and participation is evident.

Also, as was the case last year, we are beginning to see a greater awareness of the benefits that are available to veterans by those who were not involved in declared wartime activity. Our mission is to make them aware of these available programs and benefits, and to assist them in achieving their goals in education, training, health care, or whatever their need might be.

As always, as your Veteran's Services Officer, I place the highest priority on working with our veterans, widows of veterans, and in some cases, dependent families of veterans, in applying for their earned benefits, where the nation has been honorably served.

Respectfully submitted,

Robin Fletcher  
Upton Veteran's Services Officer

# School Report





# **REPORT OF THE BLACKSTONE VALLEY VOCATIONAL REGIONAL SCHOOL DISTRICT**

## **Fiscal Year 2016 Annual Report July 1, 2015 – June 30, 2016**

### **A Message from the Superintendent-Director**

As is Blackstone Valley Tech's custom, we are pleased to use the Annual Report format to go beyond simply providing facts and figures about our operation, and to share bits and pieces of ongoing student success stories which capture the essence of our mission. We hope you will agree that the information which follows describes a vibrant and diverse learning environment – a lattice work of artfully delivered career technical content, intertwined with student interests and their aspirations for the future – to empower our students to become masters of lifelong learning.

I recall Liam MacLeod (Class of 2012) as a bright and well-rounded student with an extensive resume of accomplishment and a wide array of extracurricular pursuits. He served as the head chef for the 2012 Annual Superintendent's Dinner, a culinary extravaganza attended by 250+ patrons to raise supplemental non-taxpayer funds for our school system, and proudly displayed his Scottish heritage by presenting on the history of St. Patrick's Day to a local Rotary Club in full kilt attire. He was a particularly effective ambassador for career technical education then, and remains one today, serving as a living example of how BVT's integration of career skill attainment and academic learning meets the challenge of preparing youth for jobs which do not yet even exist.

While Liam describes BVT's impact in ways that he feels are both intentional and unintentional, the melding of career and academic learning with athletic and trade-based competitions, community service, and individual growth is not just a lucky coincidence. The BVT experience is by design a kaleidoscope of activities and interactions where promise meets practice.

We are delighted to continue to serve as a national model for ever-evolving educational excellence, and invite you to share in the accolades

which your vocational technical delivery system has enjoyed in the past year.

*Dr. Michael F. Fitzpatrick, Superintendent-Director*

### **Liam MacLeod – Master of Lifelong Learning**

In 2012, Liam MacLeod of Millbury was the BVT Senior Class President. He was an aspiring restaurateur who had completed the school's Culinary Arts program and earned coveted admission to the prestigious Culinary Institute of America in Hyde Park, NY. It had been his dream since the age of five to one day own his own restaurant, and he was sure that BVT's culinary program had given him the basic skills he would need to reach that goal. He was also confident that his academic courses had prepared him for the more challenging coursework he would experience at the college level, and that his BVT extracurricular activities – which included cross country, track, Student Council, a term as the student representative to the School Committee, and much more – had nurtured the character traits of teamwork and problem solving that he would need to be successful in the restaurant business.

After completing the Associate's degree program in Culinary Arts at the CIA, Liam decided to stay an additional year to study Culinary Arts Management in the school's accelerated Bachelor's degree program. He credits a course in Culinary Fundamentals Theory, taught by Dr. Chris Loss, with changing the whole direction of his career.

"Rather than teaching us how to sear meat," Liam says. "Dr. Loss taught us why meat sears. I realized then that I was more interested in why than how."

Liam explains that, while plating of food is an art, cooking is actually a science – the culmination of physics, biology, and chemistry. He ended up completing a Bachelor's degree in Professional Studies of Culinary Science and now says his new career goal is to work as a scientist in corporate research and development for the food industry. But don't expect to be able to picture exactly what that job will entail. Liam knows that,

more than likely, he will be working with technology and systems that have not yet even been invented. After all, he's spent the past year experimenting with the first powder-based 3D printing – of food!

About the time Liam finished his degree at the CIA, 3D Systems, a South Carolina company which originated the concept of 3D printing and is on the forefront of shaping future 3D applications, partnered with the CIA to test new uses for 3D printing in the food service industry. The company provided the equipment and a salary for a chef scientist to research possibilities for a prototype 3D food printer retrofitted in stainless steel.

"The position fell into my lap and was too good to pass up," says Liam, who describes his year-long role as both "interesting and neat."

"3D printing has been around since 1987," he explains. "The printer I used at the CIA was originally developed for use with plastics. I had to research the chemical and physical properties of all the food ingredients to try to mimic the properties of plastic in our edible powder formula."

Liam describes perhaps his most challenging effort to create a wasabi-flavored egg shell which could hold a quail yolk vinaigrette for serving with steak tartare. The difficulty was finding just the right amount of wasabi flavoring to mask the sweetness of the confectioner's sugar base in the printing medium.

He noted that there have been no scientific papers on powder-based 3D printing, and he is now synthesizing the data from his year of work with the hope of submitting it for publication. In the meantime, his research on 3D printing of food was featured in the May 7, 2016 edition of *The New Yorker* magazine and several other media outlets.

Now that the 3D Systems grant funding for his research has concluded, Liam has accepted a promotion to Manager of Client Relations in the Consulting Department at the CIA. He is still the school's 3D printing specialist, but now also has responsibility for promoting new partnerships in research and development with the food industry.

"The Culinary Institute is interested in getting more involved in the industry setting," he explains. "I will make site visits and participate in product development to make that happen."

Liam credits his BVT education with preparing him for this new role on multiple levels, both intentional and unintentional.

"I can't do what I do now without the basics of cooking, which is what Valley Tech intentionally provided," he says. "The unintentional part was the exposure to many disciplines which resulted from being surrounded by 17 different shops. This inadvertently opened my eyes to collaborative possibilities."

Liam explains that BVT's integration of academics and vocational technical learning, as well as friendships with students on other career paths, allowed him to become familiar with aspects of engineering, architecture, mathematics, physics, and chemistry while focusing on the basics of food preparation.

"You can learn more by surrounding yourself with people of different skills, mindsets, and interests, than you can by just surrounding yourself with those of the same skills and mindsets," he explains.

So while BVT shops provide the small learning communities that nurture relationships between students and teachers to lay solid foundations of career specific knowledge, the close proximity of each of those shops with other very different career pathways fosters collaboration and instills a willingness to learn from others.

"I found you could learn a lot from others around you and take those skills to create something new," Liam says. "Basically, Valley Tech taught me how to think."

Clearly, Liam has moved from being a master of culinary content to a master of lifelong learning and he is confidently prepared for whatever the future holds.

When asked where he sees himself in five years, Liam hesitates.

"Thirty days ago I wouldn't have pictured myself where I am now," he muses.

He hopes to complete an additional degree in Chemistry and says it's quite possible that in a few years he could be working as an R & D project manager.

"Eventually, my goal is to be the manager of a lab for a major food conglomerate."

Who knows, he could even be using his extensive knowledge of the chemical and physical properties of the foods we eat to be developing 3D printing of tasty and nutritionally satisfying meat products someday!

### **Seniors Say Thanks**

What's the best way to say "thank you" for a life-changing high school experience? For seniors in the BVT Class of 2016, it's building a bridge, painting a library, and performing other acts of community service for the towns that support their alma mater.

Over two days in late March 2016, roughly 150 seniors signed up to tackle a number of community service projects, including painting at the Sutton Town Hall, lending a hand at the Mendon Senior Center, clearing brush at Hopedale Pond, and refurbishing baseball dugouts at Blackstone's Roosevelt Park. Students also landscaped public property and improved walking-trails at several sites thanks to a generous donation of rakes, saws, and gloves from the Milford Lowe's Home Improvement Store.

Based on the success of the inaugural senior service projects, plans are underway to make the excursion an annual tradition for BVT seniors.

Municipal, civic, and community organizations interested in participating in next year's activities are encouraged to contact Assistant Principal Matthew Urquhart at (508) 529-7758 ext. 3024.

### **MA Labor Secretary Applauds BVT Grads**

BVT proudly hosted Massachusetts Secretary of Labor and Workforce Development Ronald L. Walker, II as keynote speaker of the 2016 commencement ceremony. In a special address to the Class of 2016, Secretary Walker encouraged the 289 graduates to make the most of the countless opportunities awaiting them in the world of work.

"One of life's biggest lessons – which you have already started to learn – is that it is full of opportunities," Walker said. "You just have to be willing to go after them."

Secretary Walker's words of wisdom were offered to the graduates on May 25<sup>th</sup> at Worcester's Hanover Theatre. As a graduate of the former Boston Technical High School, Secretary Walker told the graduates that he is personally familiar with the foundation for success a skill-based education can provide.

"With the skills and education you received here at BVT, you have shaped your futures. As you move on to continue your education – whether it is at college or on the job – the lessons learned at BVT will follow you to every endeavor, every job, and every opportunity you have in the future," Walker said. "You are prepared for anything."

After receiving their diplomas and vocational certificates, members of the BVT class of 2016 were greeted outside the Hanover Theatre with hugs, cheers, and congratulations from hundreds of proud parents, guardians, family members, and friends. See photo gallery at: [www.valleytech.k12.ma.us/classof2016](http://www.valleytech.k12.ma.us/classof2016)

### **FY2016 - Another Stellar Year of Vocational & Academic Achievements**

BVT continues preparing students for college and careers by integrating rigorous academics with expert vocational technical training.

#### **400**

During the 2015-2016 school year, a total of 400 AP course exams were given to 258 students in English Language & Composition, English Literature & Composition, U.S. History, Chemistry, Calculus AB, Biology, Physics 1, Computer Science, and Spanish Language & Culture.

#### **15 years**

The Massachusetts Comprehensive Assessment System's (MCAS) Spring 2016 test results revealed a tremendous performance by Valley Tech students for the 15th straight year. In English Language Arts, 100% of BVT students scored Advanced or Proficient, compared favorably to the statewide average of 91%. In Math, 95% of students scored Advanced or Proficient, compared favorably to the statewide average of 78%.

#### **95%**

The Department of Elementary and Secondary Education also requires passing the MCAS Science and Technology/Engineering exams as an additional prerequisite for a diploma. An impressive 95% of BVT students scored Advanced or Proficient, compared to 73% statewide.

#### **100%**

In Spring 2016, 174 freshmen took the High School Science MCAS and 100% scored in the Advanced and Proficient categories. This was the third straight year 100% of the BVT freshmen taking the Science exam scored in the two highest categories.

#### **250**

A total of 250 BVT juniors and sophomores participated in the fall PSAT/NMSQT and new spring PSAT 10 test administrations. Designed by the College Board, the tests are an early indicator of potential student success on the College Board's SAT tests and Advanced Placement program.

## **BVT STEM Heads to Outer Space**

From high schoolers in Russia to astronauts orbiting Earth, students at Blackstone Valley Tech are collaborating with individuals across the globe and among the stars thanks to the growing success of the school's Global STEM (Science, Technology, Engineering, Mathematics) Education program.

Valley Tech launched a pilot of the program in 2014 in partnership with Global STEM Education Center, a 501 (c)(3) charitable organization that partners schools with other countries, corporations, scientists, and engineers to develop and participate in STEM Projects. In its first year, BVT's Electrical students partnered with high schoolers in Arkhangelsk, Russia to collaboratively study topics largely centered on green technology and energy conservation. The program has since expanded to include BVT's Auto Tech, Electrical, Plumbing, and Culinary Arts programs.

In a most appropriate choice for a program that has taken off like a rocket ship, the BVT Global STEM Education program recently concluded its year-long exploration of the science, technology, and multicultural collaboration behind the International Space Station (ISS). Valley Tech and Russian students worked together to research and develop proposals to improve everyday life for the American, Russian, European, Japanese, and Canadian astronauts working on the ISS.

Using their technical expertise, Valley tech students developed a self-sufficient gardening system capable of growing carrots and lettuce in the International Space Station's zero-gravity environment. BVT Students and their Russian teammates also researched the psychology of color and constructed a lighting system that can influence the astronauts' moods by emitting specific shades of red, blue, yellow, and green.

With their Russian partners appearing live on the classroom Smartboard, Valley Tech students recently gathered to present their final projects to a group of teachers, parents, and special guests. Video recordings of the presentations were shared with Dr. Frank Martin, a former recipient of



NASA's Outstanding Leadership Medal whose career with NASA and Lockheed Martin includes science mission operations on Apollo 16 and Apollo 17 and responsibility for servicing missions to the Hubble Space Telescope.

In an e-mail to Valley Tech, Dr. Martin applauded the Global STEM program and said he was "much impressed with what had to be learned/understood by the students to produce such professional looking presentations."

### **Global STEM Education Center**

The Global STEM Education Center CEO and Founder Dr. Larisa Schelkin commended Valley Tech on becoming the first vocational technical school in Massachusetts to complete three consecutive years of the Global STEM Education program. In recognition of the school's willingness to "write the guide book," BVT Superintendent-Director Dr. Michael Fitzpatrick was awarded a certificate of appreciation at the third annual Global STEM Education Center Symposium, co-sponsored by the Harvard Graduate School of Education.

The Global STEM program's focus on energy efficiency also contributed to Valley Tech's receipt of a 2016 Excellence in Energy and Environmental Education Award from the Massachusetts Department of Energy and Environmental Affairs.

### **BVT Teams Reach Robotics World Championship**

After qualifying for the international competition during the Southern New England VEX Championship on March 5th, 10 Valley Tech students comprising three teams represented the United States in the 2016 VEX Worlds on April 20<sup>th</sup>-23<sup>rd</sup>. The Valley Tech crew joined high school students from 37 nations in Louisville, Kentucky, to see which VEX robotics team is the best in the world.

The 2015-2016 series of VEX robotics events featured a "Nothing But Net" challenge in which students operated mobile robots of their own design and construction to see whose robot could earn the most points by

catapulting foam balls into goals of varying height, difficulty, and point-value. In addition to remote control, each robot was required to autonomously compete via student-designed programming for a portion of each event.

BVT VEX Robotics Project Manager Michael Faticanti explained that over the course of the VEX season, BVT students had numerous opportunities to apply the engineering principle of trial and error.

“They can modify the robots at any point during the season,” Faticanti said. “They can look at other robots at a competition and say, ‘Oh, I like that. Let’s use those wheels on our robot.’ Then they come back to shop and go about refining their robots. Teachers supply leadership, but it’s the students designing and programming the robots.”

Faticanti explained that this year BVT increased student-access to VEX robotics thanks in large part to a \$5,000 donation from EMC Corporation that allowed for the purchase of kits to construct 12 new VEX robots. The renewed emphasis on VEX robotics paid off as BVT teams excelled throughout the season and qualified at the Southern New England VEX Championship to represent the United States in the 2016 VEX Worlds Robotics Competition in Louisville, Kentucky.

### **SkillsUSA: Best of the Best**

Considered the Olympics of vocational technical education, the annual series of SkillsUSA competitions give BVT students the chance to prove that their technical skills are among the best in the country. Competing in trade-based events judged by panels of business and industry experts, BVT students kept their impressive winning streak alive in FY16 by earning 141 medals at the district, state, and national levels.

**SkillsUSA District V Conference:** 40 GOLD, 29 SILVER, 24 BRONZE

**SkillsUSA Massachusetts State Leadership & Skills Conference Championships:** 19 GOLD, 15 SILVER, 3 BRONZE

### **SkillsUSA National Leadership & Skills Conference Championships:**

2 GOLD - Rachel Arnold of Northbridge and Olivia Klotz of Grafton (Urban Search & Rescue - Team Event)

7 SILVER - Mikayla Corda of Grafton, Mina Dehestani of Millville, and Josie Burlingame of Upton (Community Service - Team Event); Rachel DeWolfe of Bellingham (Photography); Rebecca Rose of Millbury (Restaurant Service); Lauren Mahoney of Sutton (Culinary Arts); and Carson Hope of Sutton (Health Occupations Professional Portfolio)

2 BRONZE - Steven Alger of Uxbridge & Bryan Desrosiers of Millville (Robotics & Automation Technology - Team Event)

TOP 10 - Marc Peladeau of Sutton (5th Welding Sculpture); Kathleen Daly of Hopedale (6th Medical Terminology, Post-Secondary); and Kevin Konieczny of Upton (8th Welding)

NATIONAL OFFICER - Stacey Muanya of Milford

### **FY16 AWARDS & ACCOLADES**

#### **Hometown Hope Initiative**

In recognition of BVT's commitment to community service, Valley Tech was selected to participate in the WMRC First Class Radio and Asphalt Engineering's "Hometown Hope Initiative."

During a live broadcast from the halls of BVT, WMRC Radio interviewed dozens of students, teachers, and industry partners about their community service efforts, including local volunteering, humanitarian trips to the Dominican Republic, and infusing a commitment to public service into BVT's school culture.

#### **Student Services Praised By State**

A state review resulted in high marks for BVT in the categories of Civil Rights, English Language Learners, Career Vocational Technical Education (CVTE), and Special Education.

The Coordinated Program Review (CPR) was performed in November 2015 by the state Department of Elementary and Secondary Education to satisfy federal and state requirements for the periodic review of specific

education programs and services in schools throughout the Commonwealth.

In its final report, the CPR team offered special recognition for Valley Tech's "exemplary behavioral supports for all students" and "comprehensive system of interventions that serve the social-emotional needs of the student body."

### **Achieve Report**

A report from one of the nation's top education reform organizations highlighted BVT as a leading example of "what it takes to prepare students for the demands of college and 21st century careers."

The report entitled "Best of Both Worlds: How Massachusetts Vocational Schools Are Preparing Students for College and Careers" was released in July 2015 by Achieve, an independent, non-profit education reform organization leading the effort to make college and career readiness a priority across the country. The report credited BVT as a key player in the transformation of the state's vocational technical schools from "places where struggling students could escape academic rigor" to systems that have successfully combined "full vocational curriculum with college-ready academic standards."

### **Excellence in Energy**

The state's 2016 *Excellence in Energy* awards recognized BVT for promoting environmentally friendly technology and practices in both its facility and vocational technical curriculum.

The award highlighted BVT's green initiatives both large and small, from solar panels on the school roof to schoolwide efforts to consolidate the use of ink, paper, and other materials. The state also highlighted BVT's ongoing efforts to transform a historic carriage house into a state-of-the-art green facility in Northbridge, MA.

## **Way to Go, Doc!**

The MetroWest Health Foundation presented its 2016 Deborah Blumer Community Health Leadership Award to BVT Superintendent-Director Dr. Michael Fitzpatrick. Joel Barrera, chair of the foundation's board of trustees, cited numerous examples of how Fitzpatrick has instilled a culture of health and wellness as BVT's Superintendent-Director.

“While the mission of BVT is to prepare students to be part of the workforce by preparing them academically and technically, Dr. Fitzpatrick has also recognized that health and wellness are key components to productivity and therefore essential to student success,” said Barrera.

## **Presidential Scholar**

In a first for Valley Tech, 2016 graduate Michael Altavilla of Mendon was selected as a national semifinalist for the prestigious U.S. Presidential Scholars program.

Altavilla was one of only 689 semifinalists selected from nearly 4,700 candidates nationwide. According to the U.S. Department of Education, inclusion in the U.S. Presidential Scholars program is one of the highest honors bestowed upon graduating high school seniors. Scholars are selected on the basis of superior academic and artistic achievements, leadership qualities, strong character, and involvement in community and school activities.

## **Community Projects**

Throughout our 13-town District, BVT's work on capital improvement projects is a welcome source of financial relief for local budgets and a valuable supply of real-world experience for students. As a vocational technical school, we maximize the impact of stakeholder investments by using internal talent and resources on campus improvements and renovations. District residents realize further savings by enjoying the discounted services offered in BVT's student-run restaurant, salon, and school store.

Internal student and staff performed capital improvements included the construction of new Career Enrichment classrooms, renovation of the Auto Collision shop, and the installation of new cooling units on the school's exterior walls.

In FY16, a total of 579 projects and services resulted in significant savings for District communities and residents:

Direct Savings to Towns	\$305,376
In-School Projects/Installations/Repairs	<u>\$266,536</u>
Total Savings to District Taxpayers	\$571,912

**Refurbished Emergency Vehicle for Blackstone PD**

Until the lights flash and the siren sounds, it will be tough to identify the Blackstone Police Department's 2009 Ford Explorer as an emergency vehicle.

“That's a good thing,” said Chief Ross A. Atstupenas who partnered with the BVT Automotive Collision Repair & Refinishing program to give the Explorer a new and more discreet appearance.

Auto Collision Team Leader Dave Beaudreau led a team of students through the refurbishing process, which began with removing the Explorer's police-themed decals and lights. Once the decals were gone, the entire exterior was washed with an adhesive remover before being completely refurbished. All dents and scrapes were repaired and the vehicle's exterior was refinished, reassembled, and cleaned and polished for delivery.

At roughly 50 hours, the project labor alone is estimated to have a value of \$2,500.

"It looks like a brand new vehicle," Chief Atstupenas said. "They did a very nice job. It's impressive."

**Health Screenings for Seniors**

Area senior citizens received health screenings free of charge and students

gained invaluable experience during BVT's annual Aging Well Assessment Day.

The community event was established by the BVT Post-Secondary Practical Nursing program as a way for its adult-learners to practice real-life application of their nursing skills and theory. Each year, area senior citizens age 85 and older visit Valley Tech for a morning of height, weight, and vision screenings, along with a nutritional assessment and home safety check, followed by an hour-long physical assessment performed by Practical Nursing students and staff.

The event has become an annual tradition for Hopedale resident Joan McMullen, who has participated in Aging Well Assessment Day since its inception.

"They do such a service to the community," McMullen commented. "Don't you love to see your tax dollars go toward something like this?"

### **Happy 100, Millville!**

The town of Millville celebrated its centennial with a little help from its vocational technical education system. In addition to building floats for Millville's centennial parade, students at BVT designed and constructed a commemorative time capsule marking the town's milestone. Valley Tech School Committee member Gerald M. Finn of Millville personally thanked Vocational Curriculum Coordinator Thomas Belland and several Construction technology students for building the time capsule.

### **Return on Investment**

#### **BVT Budget Builds Upon a 50-Year Track Record of Conservative Budgeting**

As the BVT School Committee developed the District's FY16 operating budget, no potential source of cost reduction was left unexamined and a new playbook of cost containment strategies was unveiled. As a result of these diligent efforts, the approved budget limited total expenditures to a modest 1.65% increase. In order to further mitigate the state's increase in the minimum contribution rates of our District towns, the School

Committee authorized the use of \$250,000 in available reserve funds and incorporated the receipt of grants, gifts, and additional revenue sources.

Significant among a variety of cost containment measures was successful negotiation of debt refinancing; securing favorable rates from health insurance providers; and fair, respectful, and responsible collective bargaining with our valued faculty.

The District's FY16 operating budget of \$21,317,222 was funded primarily by \$8,747,023 in Chapter 70 & 71 State Aid and \$12,187,199 in Member Assessments. As a dedicated partner of our District towns, we remain committed to further assisting their fiscal management, austerity, and planning by presenting a single, consolidated annual request. Valley Tech operates within the dollars requested regardless of any unforeseen variables within anticipated revenue streams.

#### **Grants: Additional resources to support our community partners**

As state and local dollars grow increasingly hard to come by, BVT continues its diligent pursuit of alternative revenue sources. In FY16, local assessments were complemented by nearly \$1.8 million in grants, private sector support, and efficiencies.

In early 2016, a self-funded roof repair project at BVT received both approval and praise from the Massachusetts School Building Authority (MSBA), which agreed to reimburse up to \$619,526 of the project costs.

"It is truly rare for a district to self-fund its repair and enhancement projects," commented John K. McCarthy, MSBA Executive Director. "Nevertheless, BVT has accomplished that in its last three MSBA projects, including a previous roof project and two world-class science labs."

Superintendent-Director Dr. Michael Fitzpatrick explained that BVT's share of the roof repair costs will be largely financed by capital funds generated from MSBA reimbursements during prior repairs and renovations.



Shortly after the MSBA approved the BVT roof replacement project, Governor Charlie Baker and Lieutenant Governor Karyn Polito announced that Valley Tech was selected to receive a portion of \$9.3 million grant initiative aimed at connecting students and residents to economic opportunity. The \$407,517 Workforce Skills Capital grant will help BVT train students on specific equipment identified as "must-haves" by the school's 400-plus business and industry advisors. Key pieces of equipment include CNC (computer numerical control) lathes in Manufacturing Technology, a power-calculating dynamometer in Automotive Technology, and medical coding and billing software in Business Technology.

In addition to grants, BVT saved on capital expenses throughout FY16 by accepting donations of equipment and funding from business and industry partners. BVT's Dental Assisting program received one such gift when the Massachusetts Dental Society generously donated a dental exam chair valued at roughly \$10,000. BVT also secured financial support from the Milford Federal Savings and Loan Association to mitigate the costs of transporting students to and from community-based vocational projects.

### **Class of 2016: Upton Graduates**

**NHS = National Honor Society**

**NTHS = National Technical**

**Honor Society**

Daniel James Brochu, Construction Technology; Autumn Danielle Campbell (NHS/NTHS), Multimedia Communications; Chance Anthony Cloutier, Painting and Design Technologies; Victoria Elizabeth Dobrowolski, Business Technology; Elizabeth Mary Pu Liu Dorney, Multimedia Communications; Story Elisabeth DuVall, Information Technology; Theodore James Floyd (NHS/NTHS), Electronics and Engineering Technology; Stephanie Anne Harrison, Painting and Design Technologies; Hannah Elizabeth Hobill (NHS/NTHS), Multimedia Communications; Michael James Jango, Manufacturing and Engineering Technology; Natasha Marie Leveille, Health Services; Derek Tyler Mager, Information Technology; Andrea Maria Matellian (NHS/NTHS), Multimedia Communications; Nina Phyllis McGee, Multimedia

Communications; Brett R. Nasuti (NHS), Manufacturing and Engineering Technology; Aidan Paul Olson, Manufacturing and Engineering Technology; Jason Nadeau Pelland, Manufacturing and Engineering Technology; Logan Eric Philbrick, Culinary Arts; Russell Henry Poirier, Manufacturing and Engineering Technology; Spencer William Rogers (NHS), Drafting and Engineering Technology; Emma Leigh Sexton (NHS/NTHS), Cosmetology; Tyler Benjamin Smith (NHS/NTHS), Electronics and Engineering Technology; Edward Russell Taylor (NHS/NTHS), Multimedia Communications.

### **Our School Committee**

Valley Tech's School Committee is comprised of 13 dedicated individuals, elected district-wide, with representation from each of our member towns. With many years of experience in fields ranging from business and industry to law and education, they provide invaluable expertise in overseeing operations and setting District policy.

**Chairman** - Joseph M. Hall of Bellingham

**Vice Chairman** - Gerald M. Finn of Millville

**Assistant Treasurer** - Arthur E. Morin, Jr. of Milford

**Secretary** - Anthony M. Yitts of Grafton

Joseph A. Broderick of Blackstone

John C. Lavin, III of Douglas

Mitchell A. Intinarelli of Hopedale

Dennis P. Braun of Mendon

Chester P. Hanratty, Jr. of Millbury

Jeff T. Koopman of Northbridge

Julie H. Mitchell of Sutton

David R. Bartlett of Upton

James H. Ebbeling of Uxbridge

**Superintendent-Director** – Dr. Michael F. Fitzpatrick

**Assistant Superintendent-Director/Principal** – Anthony E. Steele, II

**Assistant Superintendent for Finance and Operations** – Kurtis W. Johnson

**District Treasurer** – Barbara A. Auger

# **REPORT OF THE MENDON-UPTON REGIONAL SCHOOL DISTRICT**

## **Superintendent's Report Dr. Joseph P. Maruszczak**

The state of the Mendon-Upton Regional School District remains very strong as 2016 showed remarkable growth and success for the district. I am fortunate to be leading a district where there are caring and committed teachers, administrators, and support staff. Equally strong is our student body, which comes to school ready to learn, bolstered by supportive parents and community members. While there are short-term and long-term challenges ahead, I know that there is a deep commitment to continuous improvement in our school district.

As it has been for the past three years, our blueprint for continuous improvement is detailed in *Forward: The Mendon-Upton Regional School District Strategic Plan, 2013-18*. This document is a robust strategic plan that contains a shared vision of improving teaching and learning in the MURSD. This plan has guided the district's initiatives, programming, and budgeting and will continue to cover this and the next school year. The plan is focus around four big goals, or strategic objectives, which are: 1) Improving Curriculum & Instruction; 2) Expanding Options & Opportunities for All Students; 3) Improving Performance Feedback to Students & Professionals; and 4) Improving Communication, Collaboration & Outreach.

The district is able to see through our many initiatives in these four strategic objectives through the generous support of our communities. Successful implementation of all of these objectives will help us to focus on improving outcomes for all children. Each of these objectives has several strategic initiatives to support its successful achievement. Over the past four fiscal years, the district has been able to make smart, targeted investments in our annual budget that support specific strategic initiatives. These have been done in direct response to the priorities that have been identified by all of our stakeholders: parents, students, teachers, and community members. The ongoing improvements include:

- The maintenance of reasonable class sizes at all levels. At present. The average class sizes are the following: grades K-2: 17-20; Grades 3-4: 23; Grades 5-8: 22-24; Grades 9-12: 20-22. These class sizes are highly conducive to personalized learning where an individual student needs may be met.
- The implementation of the inclusion model. With greater frequency, students receiving special education services across the grades receive them through a co-teaching model, within the regular classroom, rather than through pullout services. The district has invested significant resources in staffing and professional development of regular and special educators who co-teach.
- The purchase of new elementary literacy and mathematics textbook series. The district updated its K-4 English language arts and mathematics textbooks and resources. These new materials are clearly aligned with the new State Curriculum Frameworks.
- The expansion of middle school athletics and reduction of fees associated with athletics and co-curricular programs. Due to the passage of the operational override in 2015, all athletics user fees are a reasonable \$175/sport. Nearly all co-curricular and extracurricular programs have no fees. In the last year, Miscoe Hill Middle School added the much-requested interscholastic sports of volleyball and soccer.
- Restoration of critical programs and electives at the secondary level. Within the last two years, the district has restored the library media center at Miscoe, world languages (Spanish, French, and Mandarin) at Miscoe, and numerous elective courses at Nipmuc Regional HS (e.g., *Environmental Chemistry*, *Introduction to Criminal Justice*, *Marine Science*, and *Critical Lenses in Literature* to name a few).
- Continued upgrades to district technology, networking, and infrastructure. Our successful 1:1 Learning Initiative, where each student in the middle school and high school uses an iPad to access and create content, directly addresses the 21<sup>st</sup> century skills our kids need to be successful in college and beyond. All elementary teachers employ the use of a SMARTBoard (interactive

whiteboard) to make content more tangible to their students. Recently, the district has made a significant investment in purchasing devices, easing the burden on parents. The district also upgraded the WiFi speed (to 1GB/sec for per 1000 students) in all four schools so the network remains robust with the increased demands of new educational and productivity applications.

We are proud of the improvements the district has made in recent years and look forward to continuing the trend. The investment that our communities make in the Regional District continues to bear fruit. By both traditional and qualitative measures, student performance remains very strong in the MURSD, the highest of any district in the Blackstone Valley. Amongst our district and students' accomplishments in the past year are the following:

- In 2016, Nipmuc Regional High School was named as one of *Newsweek's Top High Schools in America* based upon several indicators related to college and career readiness. The school was also designated as a *Commendation School* by the Massachusetts Department of Elementary & Secondary Education for exemplary (Massachusetts Comprehensive Assessment System) scores as well as outstanding growth by our students. The high school results are a common benchmark of a district's performance as it is a high-stakes test required for graduation. The Nipmuc Regional High School student performance on the 10<sup>th</sup> grade MCAS tests is outstanding with 97% of students scoring proficient or higher in English language arts, 92% scoring proficient or higher on the mathematics exam, and 95% scoring proficient or higher on the science exam. Of all students tested on the MCAS in grades 3-10, 83% are proficient or higher in English language arts and 74% are proficient or higher in mathematics. These rates are among the highest in the Blackstone Valley.
- Nipmuc Regional High School has continued its excellence in expanding opportunity and improving achievement in Advanced Placement coursework. In 2016, 178 students accessed this rigorous coursework in 17 different AP courses with 77%

receiving qualifying scores on 365 AP exams that were administered.

- The district's Performing and Visual Arts Programs in the schools remain remarkably strong! Each year, the work of between 50-60 Nipmuc and Miscoe Hill students are recognized in the annual *Art in the Valley* exhibition. A dozen Miscoe students had their juried works exhibited at the State Transportation Building in Boston during Youth Art Month last spring. At Miscoe Hill, over 70% of our students are involved in at least one performing arts group (band, chorus, or drama). During this current school year alone, 24 Mendon-Upton students were named as Central Massachusetts District Performers for their excellence in chorus, band, or jazz. A remarkable feat!
- Our work in teaching all students pro-social behaviors and habits of mind continues on a daily basis. The *Rachel's Challenge* program has been implemented in all of the district's schools. At the Clough and Memorial Elementary Schools, the KCR (Kindness, Caring & Respect) Club is embedded in the specialist curriculum as well as school life. Our children continue to do good deeds and have partnered with such organizations such as the United Parish Food Pantry, the Dana Farber Cancer Institute, and the ALS Association to raise funds and awareness.

I am grateful for the significant investment that the communities of Mendon and Upton make in the public education of our children. We have made forward progress and continuation of this journey will require ongoing support. I thank you for the investment in our most valuable commodity, our children. I will strive to lead the district in producing outstanding returns on that

Cordially,

Joseph P. Maruszczak, Ed. D.  
Superintendent of Schools

## **Administrator's Report**

### **Student Support Services**

The Student Support Services department of the Mendon-Upton Regional School District is responsible for the special education services for eligible students ages 3 through 21. The district provides special education and or related services to 349 students with Individualized Education Programs. Mendon-Upton Regional School District includes students with disabilities in the general education classroom and follows the mission to create an environment that respects all ability levels and learning styles – one that offers the full range of the curriculum and the full resources of our teachers and our facilities to all students.

Research and literature on the best inclusionary practice overwhelmingly supports including students with disabilities with their non-disabled age-appropriate peers. The Mendon-Upton Regional School District acknowledges the significance of meaningful inclusion and instructional excellence. A strategic initiative described in the district's five-year plan is to support the delivery of special education through inclusion at all levels. To this end, in all four of our district school buildings, general education teachers, special education teachers, and paraeducators are working collaboratively in the planning, teaching, and assessing students' progress in the general education curriculum. A focus over our last four school years has been to move as much as possible to co-teaching learning environments. A co-teaching classroom features a general education teacher and a special education teacher who share instructional responsibility for all students and work as equal partners in a single classroom. The district has been very successful in meeting this goal at both of our elementary schools in grades 1-4 and has begun the process of bringing the co-teaching culture to the classrooms at the Miscoe Hill Middle School in grades 5-8 and selective English Language Arts and Mathematics classes at Nipmuc Regional High School. Educating students in the least restrictive environment is mandated by state and federal standards and recognized as best practice by the district. Due to unique and varied learning profiles some students need more supportive programs and more intense instruction in order to make effective progress academically, socially, and behaviorally. In addition to a comprehensive

inclusion model, the district has various educational opportunities in all four buildings that can support the diverse education needs of the student body.

The Mendon-Upton Regional School District offers an Integrated Pre-Kindergarten Program that provides a structured learning environment for children both with and without disabilities. The integrated pre-kindergarten program follows the Tools for the Mind curriculum, which combines activities specifically designed to promote self-regulation and executive functioning skills, with research-based academic activity content. Children with disabilities are provided additional support and specialized instruction as directed by their Individualized Education Programs. These services are not only provided by the pre-kindergarten staff but also the speech/language therapist, occupational therapist, and physical therapist (as needed), in an integrated service learning approach. The therapists work within the pre-kindergarten classrooms and specialized locations throughout the buildings.

The elementary and secondary levels support a STAR Program (Success Through Alternative Resources). The curriculum practiced in the STAR classrooms is varied but is primarily based on the principles of Applied Behavioral Analysis that features teaching methods including: task analyzed instruction, discrete trial training, fluency-based instruction, incidental teaching methods, and behavior reduction strategies. The STAR program offers behavioral interventions, student specific inclusion opportunities, parent support, as well as consultative support to general education teachers.

Students also receive support in a small group setting at the elementary and middle school levels using Language Based instruction which features explicit instruction within a teaching/learning framework that isolates and directly teaches to the individualized student's needs (i.e. reading, written, spoken language, and/or math skills) consistently across the instruction. In this setting teacher directed instruction and information is presented in a highly structured, organized manner, using oral and visual methods to support both written and spoken language comprehension and to



emphasize important concepts and main ideas. Language Based instruction can be concentrated in a small group setting with opportunities to practice and generalize skills in the large group setting.

The Mendon-Upton Regional School District recognizes the importance of social and emotional learning and the larger influence it has on student performance, school culture, and community access. Miscoe Hill Middle School's BRAVES Center (Be Respectful, Accommodating, Value Every Student) supports students in grades 5-8 who experience emotional and behavioral dysregulation so they can be more successful in their home, school, and community settings. A full-time school adjustment counselor in the BRAVES Center is responsible for providing therapeutic interventions as well as coordinating wraparound services for those students who require assistance from various social service agencies and community care providers.

Nipmuc Regional High School is the home of the Vista Program. The Vista curriculum is provided in a small group setting, but allows for opportunities for inclusion as well as outside activities within the community. Academically, reading, written language, mathematics, social studies and science are the core, base curricula within the academic day. A life skills component related to current events, health, nutrition, safety, money handling skills, and community involvement (including travel within the area), is also part of this comprehensive curriculum.

A Transition Program is offered for students with disabilities from the ages of 18 through 21. The Transition Program curriculum covers a wide range of functional skills that students will need to lead independent and productive adult lives. Core elements of the program integrate specific academic, social, communication, self-determination, and activities of daily living skills into learning environments that include the school setting, the community, home, and vocational training sites. The Transition Program is the bridge from school services to adult services. The district works collaboratively with state agencies such as the Bureau of Transitional Planning, Department of Mental Health, Department of Developmental Services, Department of Children and Families, and/or the

Massachusetts Rehabilitation Commission to foster a seamless transition from school to adult services for our students.

The mission of the Mendon-Upton Regional School District, in partnership with our communities, is to deliver a progressive educational experience focused on the unique needs of each child, providing them a competitive advantage in the 21<sup>st</sup> century. The Student Support Services department adamantly adheres to this commitment and uses this goal as a benchmark when developing and maintaining programs worthy of distinction. These programs, described in the aforementioned paragraphs, provide all students with an education that promotes intellectual rigor, responsible citizenship, and lifelong learning.

Respectfully submitted,

Dennis Todd  
Director of Student Support Services

## **Administrator's Report Curriculum Office**

The Curriculum Office is responsible for coordinating the following activities:

- Professional development opportunities for the district
- Curriculum review, revision, and alignment to the Massachusetts Curriculum frameworks
- Ongoing development and articulation of curriculum both vertically and horizontally
- State and Federal Entitlement Grants and Competitive Grants
- Mentoring and New Teacher Induction Program
- Support, resources and professional development for the new Educator Evaluation System
- Evaluation and recommendations of instructional materials, methods, and programs to support curriculum
- Analysis of student performance using multiple data sources
- Adhering to and implementing Department of Elementary and Secondary Education mandates

### **Professional Development**

The Mendon-Upton Regional School District is dedicated to helping its educators improve their practice through participation in high quality professional development. High quality professional development is a set of coherent learning experiences that is systematic, purposeful, and structured over a sustained period of time with the goal of improving teacher practice and student outcomes. Through our district strategic planning, we prioritize our professional development to support our district initiatives. In 2016, key topics around technology implementation, math program implementation, common formative assessments, curriculum mapping, and co-teaching were at the core of our professional development focus. We also have increased our overall focus on social-emotional supports for our students and corresponding professional development.

### *Professional Development Days*

The following is a highlight of the key objectives for our professional development days in 2016:

- January 16: Common formative assessments, curriculum alignment
- March 13: *Inspire '16*: Co-teaching, New Science Standards, CPI training, Dyslexia, RETELL, CPR, Mindfulness, Google Calendar, Twitter, Common Assessments, Response to Intervention
- May 11: *Go Math!* Training, Curriculum alignment
- August 30: Rick Lavoie Keynote, EdCamp Sessions
- November 8: *BVCC '16* BVCC Social-Emotional Learning Conference

One of the greatest highlights of our professional development days in 2016 was our kick-off to the school year on August 30. The day began with an inspirational keynote by internationally renowned speaker Richard Lavoie and was followed by an EdCamp model professional

development day, led and facilitated by our own faculty and staff. Over 50 workshop sessions were offered by our staff in areas such as: A.D.H.D., *Go Math!*, Google Apps, Breakoutedu, IXL, Neurodiversity, Running a School Election, Co-teaching, and curriculum.

*Professional Development Affiliations.* The district maintains support of professional development for our faculty and staff not only within the district, but through a variety of regional options. Our teachers are constantly seeking to update their skills and content knowledge with outside professional development as well. There are many external organizations that provide opportunities for professional growth. The staff is encouraged to attend seminars and workshops that address district goals and/or areas of certification. Ongoing support for conference attendance, study group activities, and partial tuition reimbursement for graduate courses are some of the strategies used to support our staff. To view our district professional development website go to: [www.mursdpd.weebly.com](http://www.mursdpd.weebly.com)

*Blackstone Valley Curriculum Consortium.* A vital group that our district is an active member of is the Blackstone Valley Curriculum Consortium (BVCC). The BVCC consists of eleven local districts (Bellingham, Blackstone Valley Technical High School, Blackstone-Millville, Grafton, Hopedale, Milford, Millbury, Northbridge, Sutton, and Uxbridge). All of the BVCC directors and assistant superintendents work together to plan shared professional development for our specialists (Librarians, P.E./Health, Art, Music and Technology), as well as other specialty areas such as Nurses, O.T., P.T, Guidance, World Language and the Speech and Language staff. Furthermore, the BVCC provides professional development workshops and courses at no-cost to member districts. Our November 8<sup>th</sup>, 2016 collaborative professional development day with the Blackstone Valley Curriculum Consortium was a highlight of the year. Keynote speaker, Nancy Clements, presented on the topic of social thinking. The keynote was followed with numerous sessions on social-emotional topics including: Trauma in the Classroom, Addiction, R.T.I., A.D.H.D., Inclusive Practices, Differentiation, and Growth Mindset. More information can be found at: [www.blackstonevalleycc.weebly.com](http://www.blackstonevalleycc.weebly.com)

*Local Staff Development Opportunities.* Another collaborative our district belongs to is the Local Staff Development Opportunities Organization (LSDO). LSDO is a collaborative group of educational administrators from Bellingham, Blackstone-Millville, Foxboro, Franklin, Mendon-Upton, Milford, Millis, Norfolk, North Attleboro, Norton, Plainville, Uxbridge, and Wrentham who work together to effectively offer high quality, content-related professional development programs to their respective faculties. All LSDO courses are developed through a comprehensive multi-district needs assessment, which targets topics the teachers have requested. LSDO offerings on common professional development days in 2016 included sessions for school nurses, music, and world language. Additional workshops offered throughout the year included: Supporting Students with Autism, Social-emotional Supports, Progress Monitoring, Respecting Cultural Identities, Meeting Sensory Needs in the Classroom, and Co-Teaching. More information on the

LSDO offerings can be found at:  
[www.localstaffdevelopment.weebly.com](http://www.localstaffdevelopment.weebly.com)

### *Summer Professional Development*

The summer of 2016 was an extremely busy summer for our Mendon-Upton educators. The district offered numerous in-district learning opportunities in technology integration, curriculum, and mathematics. In addition to attending workshops, many educators also worked on curriculum development and revision, as well as collaborative learning projects. The following courses and workshops were provided in the summer of 2016:

- Curriculum Institute
- Google and MacBook Boot Camps
- Trauma in the Classroom
- Special Education 1.0
- Math Workshops
- Common Writing Vocabulary
- WIDA Standards

### **Grants**

In 2016, the district was successful in receiving numerous entitlement grants. The Curriculum Office is responsible for the writing and management of many of the district grants. For example, in total, the district was able to receive over \$175,000 in grant money. Below is a listing of some of the grants that were received:

- Academic Support Grant: targeted interventions at the high school level
- Quality Kindergarten Grant: professional development, technology integration tools, instructional resources
- Early Education Program Improvement Grant: professional development, instructional and technology supplies
- Title I Grant: targeted assistance to students in reading, writing, and mathematics to students through Title I tutors at Clough

Elementary School, Memorial Elementary School, and Miscoe Hill Middle School

- Title IIA Grant: teacher quality/mentoring program and professional development

### **Instructional Resources**

In 2016, we implemented new math resources K-5, expanded online reading support, and piloted science materials. First, over the course of six months, a district math committee reviewed potential math program materials, reviewed research, sought input from teachers, piloted resources, and ultimately chose through a collaborative process, a new math instructional resource for grades K-5, called *Go Math!*, to meet the demands of the MA standards. Second, we have expanded our online reading supports and interventions with access for grades PreK-4 with *Lexia*, which has shown immediate positive gains in reading outcomes. Third, we realigned our science curriculum to the newly released MA Science and Technology standards and piloted two potential instructional resources (K-4) in *Inspire Science* and *Mystery Science* to meet the new standards.

### **Curriculum Revision and Alignment**

One of the district's strategic initiatives is the alignment of curriculum to the Massachusetts standards and communication of the curriculum using a common template. As a result, in 2016, the district continued to complete district curriculum maps using an online tool called Atlas Rubicon. Over the course of the year, teachers met in departments and across grade levels to create curriculum maps that are aligned to our Massachusetts standards. Teachers analyzed the state standards and identified the following in their curriculum units:

- Enduring understandings: Big ideas that give meaning and importance to the facts and are at the heart of the discipline
- Essential questions: Questions that recur throughout one's learning and spark curiosity
- Content: What students should know in the unit
- Skills: What students should be able to do in the unit
- Standards: State content standards

In 2016, the teachers also expanded their mapping project to incorporate the wide array of assessments aligned to the standards.

To view our currently published district curriculum maps go to the following link:

<https://mursd-public.rubiconatlas.org/Atlas/Public/View/>

Respectfully submitted,

Maureen Cohen  
Director of Curriculum



## **Administrator's Report**

### **Nipmuc Regional High School**

Nipmuc Regional High School enjoyed a successful year in 2016 as it continued to develop and expand programming focused on preparing students for life in college, careers, and the community. The high expectations and capacity of our students and teachers provided many reasons to celebrate in 2016. Included among these highlights are the following:

- On June 3, 2016 Nipmuc Regional celebrated its fifty-sixth commencement as 160 students received their diplomas. The Class of 2016 included talented students, leaders, athletes, musicians, performers, and volunteers. Eighty-seven percent of graduates continued their education in colleges or universities, including 79% attending four-year schools. Members of the Class of 2016 were accepted to more than 140 colleges and universities.
- During the summer of 2016 Nipmuc was recognized by *Newsweek* magazine as one of “America’s Top High Schools” for 2016. Nipmuc Regional joined only eighteen other high schools across the Commonwealth in receiving this recognition. In ranking the nation’s schools, *Newsweek* uses a range of information including graduation rates, college enrollment rates, and student achievement data from the SAT and Advanced Placement (AP) tests to determine how well schools prepare students for college. Nipmuc ranked 466th on the list. The ranking celebrated the school’s increased focus on programming that prepares students for success in colleges, careers, and the community.
- During the winter of 2016 Nipmuc became only the second Massachusetts high school to earn membership in the National Consortium of Secondary STEM Schools (NCSSS). The NCSSS is a national organization of approximately 100 schools that aims to prepare students for success and leadership in science, technology, engineering, and mathematics. In gaining membership to the NCSSS, Nipmuc joins the Massachusetts Academy of Math and Science at Worcester Polytechnic Institute as the only

Massachusetts high schools to receive distinction as NCSSS schools. Nipmuc's acceptance to NCSSS follows the school's establishment of the Nipmuc STEM Scholars Program, which provides students with rigorous academics, workplace readiness training, connections to colleges, and career experiences in STEM-related fields. The STEM Scholars Program offers students the chance to enhance their academic studies by connecting their coursework to authentic, real-world learning experiences.

- After becoming only one of four high schools in the Commonwealth to be recognized as a “2015 Commended School” by the Department of Elementary and Secondary Education, in 2016 Nipmuc continued its tradition of achievement and growth on the Massachusetts Comprehensive Assessment System (MCAS). Some of the highlights of students' achievement with the 2016 MCAS include:
  - 99% of students scored proficient or advanced in ELA
  - 73% of students scored advanced in ELA
  - 0 ELA failures
  - 92% of students scored proficient or advanced in mathematics
  - 72% of students scored advanced in mathematics
  - 95% of students earned proficient or advanced in science
  - 0 science failures
- 2016 marked the fifth year of the partnership between Nipmuc and Mass Insight Education (MIE), supporting the development of Advanced Placement (AP) program defined by high enrollment, growth, and achievement. Advanced Placement courses are audit-approved and provide college level learning experiences to high school students. Since partnering with MIE, Nipmuc has more than doubled its AP offerings and reached all-time highs in enrollment and achievement. As the 2016 school year began, Nipmuc's program of studies included nineteen AP courses, more than at any time in the school's history. More than 50% of upperclassmen enroll in at least one AP course, getting college-level experience while still enrolled at Nipmuc. Some of the highlights of the program include:

- 155 AP students
- 311 tests administered
- 77% of AP students earned a qualifying score
- 55 AP Scholars including 13 Scholars with Honors and 13 Scholars with Distinction
- Associate Principal Mary Anne Moran was recognized by the Massachusetts Secondary School Administrators' Association (MSSAA) as the 2016 Assistant Principal of the Year. Mrs. Moran has played an integral role in the leadership of Nipmuc Regional, offering support to the school's efforts with technology integration, the STEM and Humanities Scholars Program, the student advisory program, and much more. Mrs. Moran was honored at the MSSAA annual conference and the National Association of Secondary School Principals (NASSP) conference.
- During 2016 Nipmuc introduced "21<sup>st</sup> Century Learning Conferences" as part of its efforts to provide authentic, real-world learning experiences to all students. These events provide full-day, conference-style learning opportunities in which students network with professionals, choose sessions of personal interest, and connect their learning in classrooms with the world beyond the school campus. Nipmuc's spring conference emphasized connected learning and the fall conference highlighted the responsibilities of citizenship. More than 100 professional partners connected with students during workshops, keynotes, and hands-on sessions.

I continue to be thankful to be part of an exceptionally talented and dedicated community of students, educators, parents and community members. I am proud of our school's accomplishments in 2016 and look forward to the work we will undertake in 2017.

Respectfully submitted,

John K. Clements, Principal

## **Administrator's Report**

### **Miscoe Hill School**

#### **Mission Statement**

*The mission of Miscoe Hill School is to provide all students with a safe and respectful school community that engages each student in a meaningful and challenging curriculum while promoting responsible citizenship and the desire for lifelong learning.*

The goal of Miscoe Hill Middle School is to prepare our students for high school and beyond as well as fostering a sense of community and responsibility in our population, providing our students the highest quality educational experience that is possible, and preparing them for the twenty-first century with skills that are needed. The current fifth through eighth grade configuration of the Miscoe Hill School enables us to be a true middle school, which provides for developmentally appropriate schedules, procedures, curriculum, and activities. All four grade levels participate in a six-day rotating schedule, which enables our students to take both core courses as well as electives. We believe our Miscoe middle school students are receiving the relevant, challenging, integrative, and exploratory curriculum and programs to which they are entitled.

A primary focus at Miscoe Hill is the implementation of a true inclusionary school where the special education teachers co-teach with regular education teachers to ensure that all students receive the same high quality instruction and opportunities for learning. The teachers continued their work in the areas of integration of technology and on curriculum with a focus on assessment.

Miscoe Hill's 1:1 iPad program was enhanced in September with the addition of a much-needed Technology Director, which is shared with the high school. This position is to support student learning and quality instruction through technology and is focused on teachers. The students and teachers have adopted the use of the iPads in their work with great enthusiasm and now they can be additionally supported by our Technology Director. Our 1:1 program has opened up the world of information for our students and staff. A richer and meaningful education is being fostered

with students using everything they learned to solve problems and think at a higher level.

The Miscoe Hill library continues to flourish in its second year. The new library media specialist has continued to update research skills with technology and tools needed to research effectively and accurately. She has also added greatly to our depleted library with grants, donations, and PTO support. It is essential for a public school to having a working library and the support from our communities enabled us to accomplish this goal.

Our World Language Program continues to grow and thrive with Spanish and French for sixth, seventh, and eighth grade students and Mandarin to our fifth, sixth, and seventh grade students. It is our intention to add Mandarin to the eighth grade for the following year. The Spanish Immersion Program continues to be successful with fifth and sixth grade receiving instruction in Spanish in social studies and science and our seventh and eighth grade students receive one block of Spanish instruction each day. The focus of the Spanish Immersion Elective in seventh and eighth grades is Spanish grammar and literature, along with culture.

Our Student Activities Program was very successful this year with continued resurgence. This program supports seven eighths of our student body with activities throughout the school year. We were able to provide two Jazz Bands, two Choral sections, Student Council, Lego Robotics Club, the Miscoe Youth Theatre, two Art Clubs, Ski Club, Friends of Rachel (FOR) Club, National Junior Honor Society, Newspaper Club, and Peer Mentoring Program. It is our goal to provide opportunities for enrichment to all students in the middle school for the social and emotional wellbeing as well as added skills and interest.

Our successful Interscholastic Sports Program entered its ninth year in fall 2016. Our sports include cross country, soccer, and volleyball for fall, basketball in winter, and baseball, softball, and track & field in the spring. The Interscholastic Sports Program has been consistently met with enthusiasm from parents, staff, and students, and it has successfully sustained itself financially through the concerted efforts of the students,

staff, the Sports Booster Club, and with the help of funding from the district for transportation.

Our successful Student Council, Eighth Grade Class, and Rachel's challenge continue to provide for our community families in need. They provided holiday dinners for Thanksgiving, Christmas, and Easter and gifts to area families.

The Miscoe Hill Youth Theatre continues with their high level of success. Under the direction of Dan Rogers and Stacy Appleby, the students were able to perform in high-level production while learning essential skills like organization, preparation, public speaking, and teamwork. Over two hundred students were involved in the three major productions this school year.

Our Music Program continues to be highly successful. Besides the two school concerts performed by each grade level band, jazz bands, and chorus; the Jazz bands competed at the UNH Jazz Festival & the MAJE receiving Gold Medals for their work, seventh & eighth grade bands and chorus competed at MICCAA Festival receiving Gold Medals, at the Great East Festival the seventh and eighth grades and chorus all received Gold Medals. Each year our students compete in the Central Districts and twenty-one of the Miscoe Hill band and seventeen chorus members received their highest award.

The support of the Mendon and Upton communities continued to be an integral component to our success throughout 2016. The number of parents who attended our programs truly reflects the commitment that community members have made to our school. The parent volunteers who entered our school to assist teachers, teach a class, share a meaningful experience with students, or assist in a fundraising effort is also truly commendable. Miscoe Hill School has experienced a solid education year in 2016 and look forward to future growth.

Respectfully submitted,

Ann J. Meyer, Principal

## **Administrator's Report**

### **Memorial Elementary School**

Memorial School's Mission Statement is, "In partnership with families and the community, Memorial School empowers our students to become active learners and to be socially responsible in an ever-changing world." We strive to promote a love of learning by providing all students with a safe, supportive, and child-centered learning environment. Our programs are aligned with state standards and promote rigor through relevance. We focus on the development of the "whole child" and provide opportunities for students to grow in their appreciation of community, cultural, linguistic, and individual differences.

Students in Kindergarten through Grade 4 receive literacy instruction through the Wonders Reading program and Empowering Writers program. Both programs provide resources which enable teachers to more effectively differentiate their instruction, providing both remediation and enrichment. All classrooms have leveled-libraries which contain books addressing the same topic at different reading levels, including below grade level, at grade level, beyond grade level, and for English language learners. The Wonders Reading Program also includes numerous online tools which classroom teachers can utilize with their SMART Boards and laptops to provide "hands-on" and interactive opportunities for their students. This year, we have adopted the GoMath math program from kindergarten through fourth grade. This program is aligned with the new Massachusetts Curriculum Frameworks. Through this program there is greater emphases on automaticity with math facts, as well as more in-depth instruction in numeracy, fractions, decimals, and problem solving strategies. Recently, the state of Massachusetts has adopted new science standards. In response to the changes in the Curriculum Frameworks, teachers at the third and fourth grade level have begun piloting the Inspire Science Program, as well as the on-line Mystery Science programs. Students at the lower grade levels are also accessing Mystery Science and exploring the use of the leveled readers and on-line components of Inspire Science. We continue to implement lessons that provide students

with meaningful and exciting hands-on experiences in all STEAM (science, technology, engineering, arts, mathematics) areas.

At Memorial School, we continue to explore meaningful ways to integrate technology in all areas of our curriculum. Desktops, laptops, and iPads are utilized by students to conduct research, communicate with others around the country and throughout the world, share their learning through presentations and blogs, as well as design and create their own videos and books. Every classroom is also equipped with an interactive whiteboard to promote greater engagement through the use of online features of our literacy, math, and science programs. Programs such as Razz Kids and IXL allow students to practice their literacy and math skills from home. Teachers at Memorial Elementary School strive to remain current in the area of technology integration and share their strategies with colleagues through “Lunch and Learns” as well as by offering workshops before and after school.

The 2016 MCAS Accountability Report indicates that Memorial School continues to be a Level 1 School with an overall performance at the 90th percentile, relative to other schools in same school type, and has met the gap narrowing goals established by the Department of Elementary and Secondary Education. In addition, seventy-four percent of our third graders and eighty percent of our fourth graders scored proficient or higher in English language arts. Eighty-eight percent of our third graders and eighty-two percent of our fourth graders scored proficient or higher in mathematics.

In addition to taking pride in the exceptional work that they do in the classroom, the students had the opportunity to showcase their work with the specialists at the Memorial Elementary School Specialists’ Night. The evening consisted of dance performances, digital portfolios, artwork which was showcased throughout the building, poetry and fairy tales written by the students, as well as musical performances. Members of the Upton community were invited to attend a Memorial Elementary Day Concert honoring all those who have served and sacrificed in the armed forces. Students at all grade levels performed patriotic songs.



Memorial Elementary School continues to be recognized as an International Spanish Academy. The International Spanish Academy Program was established by the Ministry, through the Education Office of the Embassy of Spain to promote the development of quality Spanish-English bilingual education programs which promote high academic standards, as well as provide students with the values of multicultural education. This year students have had the opportunity to communicate weekly with a class in Spain through Skype. They will also be providing a virtual tour of our school as they expand their use of Spanish and 21st Century communication skills.

As a result of the coordinated efforts of our reading specialist and tutors, Memorial School is now conducting universal screenings at all grade levels in the area of reading and mathematics. Through our Response to Intervention I (RtI) program, we are able to provide intensive remediation with letter recognition, letter/sound correspondence, decoding, blending, fluency, and reading comprehension. Ongoing progress monitoring allows us to identify areas of concerns quickly and document student growth for more personalized interventions. This year we added second grade to our kindergarten and first grade groups. In addition to providing RtI, Memorial School also supports struggling students in regular education, grades one through four, through Title I. In addition, many of our teachers have completed the Sheltered English Immersion Endorsement program through the Department of Elementary and Secondary Education. SEI endorsed teachers and our teacher of English language learners provide support to students who speak another language at home and/or have English as their second language.

Memorial Elementary School is fortunate to have committed groups of community members working in partnership with our school toward a common vision, and with a commitment to education, to ensure that all students are successful. The Memorial Elementary School Council and Memorial Elementary School Parent Teacher Organization are critical members of the school community.

The staff and students of Memorial Elementary School are committed to creating a safe learning environment for all. In an effort to promote conflict resolution and prevent bullying, the Second Step Program is utilized at all grade levels. In addition, Rachel's Challenge, a program previously implemented at the secondary level, was introduced at the elementary schools in 2011 and returned to Memorial Elementary School in the fall of 2015 thanks to funding through the PTO. The Specialist Team meets with students bi-weekly to implement Rachel's Challenge lessons promoting kindness and caring. The tradition of inviting our community's senior citizens to the first grade Caring Breakfast continued with excited guests attending this event. Our guests enjoyed artwork, songs and poems, as well as a special souvenir made by the first graders as part of their Character Education Curriculum.

To continue to meet the needs of our families, the Before and After School Program offers childcare at Memorial Elementary School. Parents are able to access care from 7:00 a.m. until 6:00 p.m. This program also offers an exciting variety of activities through their Summer Fun Program. Students are also invited to participate in a number of enrichment activities, which are offered before and after the typical school day. The enrichment activities are taught by Memorial Elementary School teachers and include titles such as Silly Sports, Basketball, Legos, Running Club, Music with Computers, Science Club, Art Club, and CrossFit for Kids, Fun with Bugs, Spanish, and Crazy Crafts.

In addition to the important academic programs that define Memorial Elementary School, the school community has come together to support others through their participation in a number of charitable opportunities. Students and staff raised eighteen thousand, nine hundred thirty-six dollars (\$18,936.) for the American Heart Association through the *Jump Rope for Heart* program. Together the students and staff at Memorial Elementary School raised one thousand one hundred eighty-five dollars (\$1,185.00) for the United Parish Food Pantry of Upton through our Kindness and Caring in our Community Project. We have also partnered with Alternatives Unlimited of Whitinsville. They visit once a week to update our Principal's Pride bulletin board. The Memorial Elementary School staff participated in the *Giving Tree* program, providing support to families in need during the

holiday season. Working with St. Gabriel's Church, we distributed groceries and gifts for Thanksgiving, Christmas, and Easter. To support our students during the summer months, "Beyond Bundles" were shared with several families. Students and staff collected over 200 pairs of socks for homeless shelters through Socktober, new teddy bears in memory of Nipmuc class of 2001 student Jill Carboni for children brought to the emergency room of Milford Regional Medical Center. Students and families walked from Memorial School to Millhaus Apartments to share holiday songs with senior citizens.

The staff of Memorial Elementary School believes in supporting family friendly activities to promote a strong home-school partnership. Families were invited to participate in numerous activities including the kindergarten playdate prior to the beginning of the new school year, First Grade Science Fair, Travel the World Celebration with second graders, Video Magazine which was written and performed by our fourth graders, Memorial Day and Veterans Day Concerts, a Community Sing-a-Long, Author's Tea in which first grade students shared the books they wrote, and Specialist Night which showcased the work students had completed in music, art, physical education, technology, and library throughout the school year. Parents also had the opportunity to learn about the many new programs and initiatives at Memorial School by attending What's the Buzz Around Memorial School in which staff members shared information on a variety of topics. We look forward to our continued work together on behalf of the students and families of Upton.

Respectfully submitted,

Debra Swain  
Principal

## **Administrator's Report**

### **Henry P. Clough Elementary School**

We, at Henry P. Clough Elementary School, are committed to working collaboratively with students, parents and the community to create a trusting and caring environment where excellence is achieved through high quality, research based instruction that is focused on the unique needs of each child. Exemplary teaching and a high-quality curriculum equip our students with the skills to create solutions for a rapidly changing, technologically rich, and culturally diverse world.

Henry P. Clough Elementary School houses students in grades pre-school through grade 4. Additionally, we have our Spanish Immersion Program that runs from grades k through grade 4. We have been recognized by the Spanish Ministry of Education for our academic excellence in language education. We were also selected for membership in ISA (International Spanish Academy) to promote high academic standards, as well as to provide students with the values of multicultural education.

For the 2016 MCAS, Clough School has once again met their targets and has been identified by the Department of Elementary and Secondary Education as a Level one school. Grade 3 and 4 students outscored the state in both ELA and Math MCAS.

Staff at Clough worked collaboratively on their 2<sup>nd</sup> Annual Keys to Clough Informational Extravaganza for the parents of the Clough community. This informational evening featured a variety of different sessions revolving around educational topics that help, support, and maintain educational excellence. We held two school wide concerts: Winter Concert and Memorial Day Concert. Specialist night which was held in April for all students and their parents was an opportunity for students to showcase what they do in art, music, technology, library and physical education classes.

As part of Clough's Literacy Program we utilize The Wonders Reading Program and Empowering Writers Program to support literacy development for students in kindergarten through grade 4. The district also

began implementation of a new math curriculum called Go Math. Both programs provide resources which assist teachers to provide remediation, differentiation and enrichment to their students. We have expanded our intervention supports in classrooms to promote students' success in the areas of reading, writing, and math as well as to monitor student progress. We incorporate the inclusion model with special education teachers, a reading specialist, and RtI (Response to Intervention) support staff working directly in the classrooms to help support students. RtI is a general education multi-tiered approach designed to maximize student achievement, address the needs of struggling learners, and to reduce behavior problems. With RtI, staff identifies students at risk, those students who are ready to be challenged, monitor student's progress, provide evidence-based interventions and adjust the intensity and nature of those interventions depending on a student's responsiveness, as well as identify students with learning or other disabilities. We have been able to successfully meet the needs of our students through the inclusionary practices that have been put in place in all classrooms. Technology is integrated into all aspects of the curriculum through the use of iPads, laptops, document cameras and the interactive smartboards.

The School Counseling Program offers small group counseling sessions for our students. Throughout the year, the school counselor organizes programs to help Clough families in financial need. In collaboration with St. Gabriel the Archangel Church, we have provided families with holiday meals and grocery store gift cards for Easter, Thanksgiving, Christmas and a summer lunch program for children. The Mendon-Upton Knights of Columbus purchased new winter coats for students in need. Clough staff sponsored the annual Giving Tree to provide holiday gifts for Clough families in need. In an effort to promote conflict resolution and prevent bullying, we utilize the Second Step Anti-Bullying Curriculum at all grade levels. The newest revised version of the research based Second Step program is used. This program is a research-based curriculum that integrates academics with social and emotional learning. Lessons for Pre-Kindergarten through Grade 4 incorporate skills for learning, emotion management, problem solving, empathy training and cooperation. These essential life skills help students in the classroom, on the playground, and

at home. An at-home parent component is also incorporated. To ensure that students experience a more humanistic learning environment in which they are responsible for their actions, respect all individuals, and establish positive relationships outside of their school community, we have “KCR Time” (Kind, Caring and Respect) embedded into our specialists’ curriculum. Our school focuses on three main character traits throughout the school day: being Kind, Caring, and Respectful. As part of KCR initiative, students participate in many school and community based projects such as a Caring Breakfast for Senior Citizens, Pen Pal Program with Mendon Senior Citizens, collections for the local food pantry, and monthly school-wide walks as fundraisers for various charities. We continue to work with Nipmuc students in the DECA Program, School Council, and National Honor Society, as well as with students from BVT by helping them with their service projects. This year, Clough school implemented a Mentoring Program for students. This school-based program matches a staff member with a student to serve as a one-to-one mentor. Mentors meet with their child during the school year and take a personal interest in the growth and development of their child. This program is voluntary and free of charge.

The H.P. Clough Elementary School community is most fortunate to have the support of our PTO. They are an outstanding group of parents that continuously work to support our staff and students. We invite and appreciate parent volunteers and the many senior volunteers that come in and give their time to volunteer.

Clough school garden went from a beautiful 6-bed garden to an 8-bed garden this year. Students are responsible to plant, take care of, and pick the vegetables. The garden feeds students during daily school lunches and the elderly in our Mendon community during the summer months. Our Fuel Up to Play 60 program continues to grow and be successful. Clough students and staff did two charity walks this year; our annual "Souper Bowl" walk for the local food pantry as well as a Cancer walk with proceeds going towards Dana Farber. Monthly school wide walks occur to promote physical fitness as well as allow our Student Ambassadors to take on the leadership role of leading the walks.

The Clough School is appreciative to work closely with the Charles River Bank who offers school-banking to our students, the Taft Library, Mendon Greenhouse and Greener Acres Farm for helping with supplies for our school garden and Mendon Fireman, Jim Huth, and Mendon Police Officer, Eddie Pokornicki, who come into our school regularly and work with the students during KCR time. Additionally, we would like to thank all the members of the Mendon Fire Department who assist us in our fire drills.

H.P. Clough Elementary School is grateful to have the continuous support from parents, community members, and the school committee. The success of our students is a direct result of this strong partnership. We are thankful for the ongoing opportunity to work with both communities towards a common goal: to assist each student to reach his or her highest potential. “One Team, One Goal, No Limits”.

Respectfully submitted,

Janice Gallagher

Principal

**Administrator's Report**  
**Director of Technology Operations**

In 2016, we continued to upgrade and maintain our existing fleet of computers and instructional hardware to keep up with the state mandated programs and services. The district continued the 1:1 learning initiative at the middle school and the high school, serving students in grades 5-12.

New Apple MacBook Air laptops were leased with operational funds and distributed to teachers to replace older desktop PCs. New category 6 cabling was installed to support enhanced Wi-Fi coverage in all four schools. New wireless access points were installed during the summer to assure reliability and connectivity in all areas of the four schools. The district is also seeking reimbursement from the Federal E-Rate program for the network upgrades performed this summer. Upgrades to the Miscoe Hill School internet connection were completed over the summer bringing the total bandwidth in that school to 1000MBps. Updated desktop computers were installed in the offices and computer labs at all four schools.

The Director of Technology Integration coordinated and provided regular technology professional development to staff throughout the year, and coordinated the annual technology showcase, the Community iFair in May.

The district completed the process of reviewing and revising the long-term technology plan in June to align the new plan with the current district strategic plan and goals. The plan was accepted by the MURSD School Committee in June, and is being implemented currently. The District's annual technology plan was approved by the Massachusetts Department of Elementary and Secondary Education, and the district is eligible for state and federal grant funding opportunities in the 2016-2017 school year.

Respectfully submitted,

Joseph S. Leacu, Director of Technology Operations



**Annual Town Report 2015 - 2016**  
**DISTRICT EMPLOYEE LISTING - YEAR ENDING JUNE 30, 2016**

**SCHOOL COMMITTEE**

Angenent, Pamela		Term Expires 2017
Dezutter, Phil	Chairperson	Term Expires 2018
Duncan, Diane	Vice Chairperson	Term Expires 2016
Jango, Tanna		Term Expires 2018
Martin, Leigh		Term Expires 2018
Scally, Dorothy		Term Expires 2016

**ADMINISTRATION**

Belland, Kimberly A.	Accountant/Human Resources	\$73,558.13
Byer, Jay	Business Assistant	\$95,000.00
Choiniere, Kenneth H.	Director Grounds/Maintenance Principal, Nipmuc Regional High School	\$101,689.00
Clements, John K.		\$114,234.73
Cohen, Maureen M.	Director of Curriculum Principal, H. P. Clough Elementary School	\$102,182.44
Gallagher, Janice E.		\$106,898.55
Leacu, Joseph S.	Director Informational Technology	\$83,028.00
Marshall, Paul	Asst. Principal	\$78,553.85
Maruszczak, Joseph P.	Superintendent	\$152,625.00
Meyer, Ann J.	Principal, Miscoe Hill School	\$110,042.63
Moran, Mary Anne	Associate Principal, Nipmuc	\$94,017.00
Swain, Debra E.	Principal, Memorial Elementary School	\$106,898.55
Todd, Dennis	Director of Pupil Personnel Services	\$102,706.45

**TEACHERS/GUIDANCE/NURSES**

Abalos Coyle, Deborah Y	Teacher	\$52,713.00
Ahmed-Jussaume, Julie A.	Teacher	\$77,222.00
Alibozek, Sandra N.	Teacher	\$77,927.00
Allen, Kathleen M.	Guidance Counselor	\$79,433.00
Allen, Patrick J.	Teacher	\$77,222.00
Alsen, Sheila C.	Teacher	\$82,618.00
Amitrano, Lauren M.	Teacher	\$77,222.00
Antonelli, David C.	Teacher	\$82,804.00
Appleby, Stacy L	Teacher	\$79,433.00
Ariel, Veronica C.	Speech Pathologist	\$84,253.00
Arnold, Karen	Media Specialist	\$65,244.00
Augustino, Gail P.	Occupational Therapist	\$68,972.00
Barrows, Mary E.	Teacher	\$79,433.00
Beaudoin, Lori L.	Teacher	\$79,433.00
Beauregard, Victoria L.	Guidance Counselor	\$86,215.00
Bellefontaine, Tara A.	Nurse	\$68,630.00
Berthao, Kristen	Teacher	\$79,433.00
Bertram, Susan J.	Teacher	\$79,433.00
Bisbee, Bruce R	Teacher	\$62,711.00
Blackburn, Lauren S	Teacher	\$48,544.00
Blain, Kelly L	Teacher	\$61,595.00
Borgatti, Diane M.	Teacher	\$72,519.00
Brazil, Meagan M.	Teacher	\$73,316.00
Brigham, Marie E.	Teacher	\$79,433.00
Brown, Gail N.	Teacher	\$86,215.00
Brown, Kelly	Teacher	\$50,073.00
Campbell, Kevin M.	Teacher	\$77,222.00
Cancellieri, Susan L	Teacher	\$58,557.00
Cardamone, Kathryn L.	Teacher	\$68,630.00
Casey, Linda J.	Physical Therapist	\$43,713.00
Chapman, Patricia A.	Teacher	\$84,253.00

Charest, James R	Teacher	\$52,273.00
Chase, Allison L	Teacher	\$51,276.00
Checkoway, Gail E.	Nurse	\$77,222.00
Clark, Robert E.	Teacher	\$86,215.00
Claro, Kristine L.	Teacher	\$77,222.00
Clements, Michael J.	Teacher	\$84,253.00
Clish, Alison L.	Teacher	\$84,253.00
Cochran, Ronald A.	Teacher	\$84,253.00
Cody, Ryan J.	Teacher	\$63,194.00
Conant, Alexander	Teacher	\$46,668.00
Connolly, Kerry P.	Teacher	\$78,386.00
Cook, Shelley A	Teacher	\$56,967.00
Costello, Ann T.	Teacher	\$77,222.00
Cote, Linda	Teacher	\$74,090.00
Couture, Alyssa	Teacher	\$79,433.00
Crawford, Alyssa A	Teacher	\$84,253.00
Cullen, Alyson	Teacher	\$74,090.00
DellaRovere, Steven J.	Teacher	\$71,289.00
DeRosa, Denise	Teacher	\$63,194.00
Deschenes, Kathleen P.	Teacher	\$70,627.00
Devlin Ellis, Kami R.	Teacher	\$86,215.00
Dunton, Kati Lyn	Teacher	\$62,711.00
Eagan, Michael A.	Teacher	\$77,222.00
Edwards, Susan N.	Vision Services	\$46,339.15
Ellis, Erin KM	Teacher	\$47,360.00
Evans, Christopher P.	Teacher	\$76,155.00
Evans, Leigh Ann	Teacher	\$56,036.00
Fagan, Kerry A.	Guidance Counselor	\$77,222.00
Farley, Amanda J.	Speech Pathologist	\$73,316.00
Ferrari, Brendan M.	Teacher	\$61,563.00
Ferrucci, Erika L	Teacher	\$45,529.00
Field, Jennifer C.	Teacher	\$86,215.00

Fowler, Jessica A.	Teacher	\$77,222.00
Frary, Cathy A.	Teacher	\$77,222.00
Gauthier, Kristin E.	Nurse	\$59,251.00
Gentili, Alice M.	Teacher	\$86,215.00
Gervais, Beth A.	Teacher	\$77,222.00
Gilchrist, Amy E.	Teacher	\$84,253.00
Glassman, Scott R.	Teacher	\$77,222.00
Grant, Jennifer L.	Teacher	\$56,036.00
Grau De Arcieri, Olgalexandra	Teacher	\$52,713.00
Greene, Chelsea	Teacher	\$45,529.00
Guertin, Kathy A.	Guidance Counselor	\$87,615.00
Guglietti, John M.	Teacher	\$77,222.00
Hack, Catherine A	Teacher	\$48,852.00
Hagen, Leah M	Teacher	\$50,073.00
Hall, Jennifer M	Teacher	\$52,713.00
Hall, Jennifer S.	Teacher	\$77,222.00
Hansen, Jonathan M.	Teacher	\$76,155.00
Hardin, Rebecca A.	Teacher	\$74,090.00
Harding, Simon	Teacher	\$71,289.00
Hayes, Daniel P.	Teacher	\$77,222.00
Hefez, Meredith J.	Teacher	\$52,713.00
Henderson, Amy E.	Teacher	\$60,158.00
Hendricks, Barbara R.	Teacher	\$61,777.60
Hennessy, Elizabeth A	Teacher	\$58,597.00
Henry, Courtney A.	Teacher	\$74,090.00
Hensler, Emma C.	Teacher	\$52,713.00
Hicks, Stefani L.	Guidance Counselor	\$58,557.00
Hi9ggins, Sarah C.	Teacher	\$77,222.00
Holloway, Laurie A.	Teacher	\$71,296.00
Horn, Christine K.	Teacher	\$70,089.00
Ishler, Marabeth	Teacher	\$74,090.00

Jarvis, Jacquelyn	Teacher	\$77,222.00
Johnson, Douglas K.	Teacher	\$63,893.00
Jordan, Katie J.	Teacher	\$84,253.00
Joyce, Carla J.	Teacher	\$79,433.00
Kadra, Elizabeth M.	Teacher	\$66,429.00
Kahler, Brittney A.	Teacher	\$59,967.00
Keeler, Jennifer M	Teacher	\$60,744.07
Keenan, Jaclyn M.	Teacher	\$77,222.00
Kennedy, Mary Ellen	Teacher	\$62,711.00
King, F. Andrew	Teacher	\$77,222.00
Kinkela, Melisa J.	Teacher	\$84,253.00
Konstantopoulos, Maria	Teacher	\$50,073.00
Kovoor, Nainan	Teacher	\$52,889.00
Kyrka, Pamela S.	Teacher	\$87,615.00
Labarre, Ryan G.	Teacher	\$48,869.00
Laflash, Kathleen A.	Teacher	\$84,253.00
Lajoie, Lauren B.	Teacher	\$77,222.00
Lambert, Elizabeth E.	Teacher	\$86,215.00
Langdon, Heather B.	Teacher	\$77,222.00
LaPete, Nicholas T.	Teacher	\$64,435.00
Larracey, Katherine A.	Guidance Counselor	\$87,615.00
Lee, Jennifer A	Teacher	\$26,723.54
Leja, Courtney M	Teacher	\$63,893.00
Lizotte, Janice G.	Teacher	\$77,222.00
Lopes, Kimberly A.	Teacher	\$52,273.00
Lopes, Nancy M.	Teacher	\$84,253.00
Luber Narod, Judith	Teacher	\$68,557.00
Luo, Xu	Teacher	\$18,211.60
Luzzetti, Renee	Teacher	\$84,253.00
MacFadden, Oliver H.	Teacher	\$74,055.00
MacIsaac, Daniel A.	Teacher	\$73,316.00
MacMurray, Robert T.	Teacher	\$66,429.00

Maglione, Janet R.	Teacher	\$86,215.00
Manser, Caterina A.	Teacher	\$70,627.00
Manzella, Christine D.	Teacher	\$52,713.00
Marques, Heather L.	Teacher	\$71,289.00
McCourt, Heather A.	Teacher	\$77,222.00
McDonald, Michele M.	Teacher	\$84,253.00
McInnis, William R.	Teacher	\$77,222.00
Merten, Matthew N.	Teacher	\$79,433.00
Messick, Robert S.	Teacher	\$86,215.00
Mingace, William W	Teacher	\$36,423.00
Moffett, William J	Teacher	\$13,658.70
Mojica, Margarita	Teacher	\$56,036.00
Moloney, Brian J	Teacher	\$57,016.00
Moloney, Tricia	Teacher	\$77,222.00
Monroe, Wanda B.	Teacher	\$79,433.00
Montano, Sarah C	Teacher	\$77,222.00
Monterotti, Lori A.	Teacher	\$54,566.00
Morrison, Wendy H.	Speech Pathologist	\$86,215.00
Murphy, Sharon M.	Teacher	\$9,065.72
Nameika, Alison M	Teacher	\$50,094.00
Naples, Amy B.	Teacher	\$79,433.00
Oldfield, III, Frederick G.	Teacher	\$87,615.00
O'Neil, Maureen A.	Teacher	\$71,289.00
Parent, Jennifer L.	Teacher	\$60,158.00
Patacchiola, Kathleen M.	Teacher	\$86,215.00
Pelletier, Joshua E	Teacher	\$50,073.00
Perras, Gary E.	Teacher	\$86,215.00
Perry, Kathleen B.	Teacher	\$76,155.00
Pike, Meagan ED	Teacher	\$74,090.00
Pilkington, Rebecca J	Teacher	\$56,036.00
Pilotte, Kathleen M.	Teacher	\$79,433.00
Poisson, Kristen E	Teacher	\$56,036.00

Pokornicki, Lauren E.	Teacher	\$61,076.00
Pool, Grace G.	Teacher	\$46,333.20
Poxon, Lauren N.	Teacher	\$63,893.00
Presbrey, Karen A.	Teacher	\$86,215.00
Raposa, Ann	Teacher	\$76,155.00
Reardon, Kathryn M.	Teacher	\$66,429.00
Rempe Obrador, Kira E.	Teacher	\$52,713.00
Rhodes, Kathleen A.	Teacher	\$84,253.00
Rogers, Daniel D.	Teacher	\$71,289.00
Ronnquist, Josephine	Teacher	\$54,566.00
Rosenau, Brendon T.	Teacher	\$56,036.00
Rutkowski, Andrea L.	Teacher	\$77,222.00
Ryan, Lisa	Nurse	\$77,222.00
Sadler, Betsy J.	Teacher	\$87,615.00
Sanford, Amanda A.	Teacher	\$84,253.00
Schmidt, Christopher P	Teacher	\$77,222.00
Sheehan, Paula R.	Teacher	\$70,089.00
Smith, Heather A.	Teacher	\$77,222.00
Smith, Lise M.	Teacher	\$86,215.00
Soto, Ana M.	Teacher	\$84,253.00
Spindel, Roy R.	Teacher	\$74,055.00
St. Pierre, Lauren	Teacher	\$71,289.00
Stanas, Julie	Teacher	\$61,949.00
Suffredini, Carol R.	Speech Pathologist	\$61,777.60
Sullivan, Carol E	Teacher	\$48,852.00
Thomsen, Timothy P.	Teacher	\$77,222.00
Torres Garcia, Kharen	Teacher	\$68,630.00
Towne, Allison J	Guidance Counselor	\$57,597.00
Tremblay, Ann Marie	Teacher	\$63,893.00
Venkataraman, Suzanne M.	Teacher	\$56,904.00
Warren, Kristen L.	Teacher	\$77,222.00
Washburn, Melonie A.	Teacher	\$77,222.00

Webster, Brenda L.	Teacher	\$77,222.00
Welch, Marney P.	Teacher	\$71,289.00
Wernig, Elizabeth A.	Teacher	\$77,222.00
Wheelock, Jacqueline B.	Teacher	\$86,215.00
White, Cari A.	Teacher	\$71,289.00
Willinski, Maria E	Teacher	\$77,927.00
Wilson, Samantha E	Teacher	\$52,713.00
Wood, Melissa A.	Teacher	\$71,289.00
Woodworth, Allison M	Teacher	\$59,465.00

### **SUPPORT STAFF**

---

Adams, Christine T	Lunch/Recess Aide	\$10.00/hr.
Agro, Ellen S	Aide	\$15.68/hr.
Agro, Emily R	After School Aide	\$10.00/hr.
Amitrano, Anthony J.	Dir. Instructional Tech.	\$95,482.20
Anderson, Sheri L	Aide	\$15.68/hr.
Appell, Lisa A	Network Technician	\$53,968.20
Arcudi, Laurie A.	Accounting Clerk	\$50,366.25
Arthur, Michele G	Lunch/Recess Aide	\$10.00/hr.
Ashby, Wanda L.	Aide	\$15.68/hr.
Aubut, Kelley A	Lunch/Recess Aide	\$10.00/hr.
Barr, Diane L	Aide	\$16.66/hr.
Bentley, Justin A	Before School Aide	\$10.00/hr.
Black, Elizabeth S	Lunch/Recess Aide	\$10.00/hr.
Boczanowski, Carla A	Aide	\$17.16/hr.
Bohan, Carol B.	Nurse Asst.	\$13,145.60
Bukunt, Cheryl N.	Lunch/Recess Aide	\$10.00/hr.
Burns, Kristin A	Aide	\$15.68/hr.
Burroughs, Denise	Lunch/Recess Aide	\$10.00/hr.
Busby, Julia S	Aide	\$14.31/hr.
Callahan, Debra A.	Aide	\$16.66/hr.
Campbell, Roseann M	Aide	\$16.66/hr.



Capalucci, Kara J	Lunch/Recess Aide	\$10.00/hr.
Chenevert, Paige E	After School Aide	\$10.00/hr.
Coyle, Carolyn E	After School Aide	\$10.00/hr.
Curley, Peter J	Aide	\$17.16/hr.
Curran, Catherine A	ABA Tech.	\$20.99/hr.
Curtis, Bernadette F.	District Data Administrator	\$60,591.00
DeLuca, Sherry Lynn	ABA Tech.	\$21.30/hr.
Dias, Elaine M	Lunch/Recess Aide	\$10.00/hr.
Dumas, Alicia H	Aide	\$16.66/hr.
Estabrook, Marie K	After School Aide	\$12.00/hr.
Farrell, Denise A.	Administrative Assistant	\$48,692.00
Ferris, Jay C.	Administrative Assistant	\$47,715.20
Ferrucci, Lauren	Administrative Assistant to Superintendent	\$59,476.95
Fior, Cora	ABA Tech.	\$22.56/hr.
Ford, Serena M	After School Aide	\$12.00/hr.
Ford, Serena M	Before School Aide	\$12.00/hr.
Fleury, Katherine B.	Tech. Teaching Asst.	\$30,041.00
Gale, Karlyn M.	Library Teaching Asst.	\$30,041.00
Gaskill, Karen M	Aide	\$17.76/hr.
Gaskill, Zachary C	Summer Fun Program	\$10.00/hr.
Gibbons, Kristen M	Lunch/Recess Aide	\$10.00/hr.
Gibson, Carol A.	Administrative Assistant	\$47,715.20
Goddard, Barbara A	Preschool Aide	\$15.24/hr.
Gorman, Susan E	Aide	\$19.30/hr.
Grady, Janis L.	Administrative Assistant	\$38,355.68
Gujarathi, Roma A	After School Aide	\$10.00/hr.
Hack, Catherine A.	Library Teaching Asst.	\$30,642.00
Harrison, Karen A	Aide	\$10.00/hr.
Herd, Jacqueline R	Aide	\$15.68/hr.
Hess, Mary E	ABA Tech.	\$19.30/hr.
Hodgens, Tammy A	Aide	\$16.66/hr.

Holmes, Ellen F	Aide	\$17.66/hr.
Houskeeper, Jean R	Nurse Asst.	\$14,877.38
Hurd, Lisa M	ABA Tech.	\$21.62/hr.
Hureau Allaire, Cora J.	Sped. Aide	\$14.31/hr.
Iadarola, Geoffrey N	Sped. Aide	\$15.24/hr.
Jayes Olaso, Larissa I.	Aide	\$14.31/hr.
Kavanagh, Kathleen E.	Nurse Asst.	\$13,444.38
Kilcoyne, Cheryl L.	Aide	\$15.68/hr.
Laczka, Lana M.	Before/After School Program	\$24.96/hr
Laflash, Clement D	Lunch/Recess Aide	\$10.00/hr.
Larrivee, Katherine R	Before School Aide	\$12.00/hr.
Laucis, Debra A	Sped. Aide	\$14.07/hr.
Linehan, Deborah A.	Administrative Assistant	\$34,921.81
Lipscomb, Carol L	Aide	\$16.29/hr.
Loeper, Lorraine G	Aide	\$17.16/hr.
Lowther, Kimberly M	Aide	\$15.37/hr.
Luccini, Christine L	Sped. Aide	\$14.07/hr.
Malisz, Ann Marie	Accounts Payable	\$23,604.47
Manzella, Deborah R	Administrative Assistant	\$21,792.96
Macdonald, Brooke A	Lunch/Recess Aide	\$10.00/hr.
Magliano, Jillian Marie E	After School Aide	\$10.00/hr.
Maisonave, Eneida	Aide	\$13.88/hr.
Maloney, Maria A	After School Aide	\$10.00/hr.
Mateer, Lisa	Aide	\$20.61/hr.
Mayzel, Karen S	Aide	\$15.37/hr.
Mccluskey, Heidi E	Aide	\$17.66/hr.
McDevitt, Cynthia L.	Administrative Assistant	\$48,692.80
Mcneill, Jessica R	ABA Tech.	\$17.76/hr.
McQuilkin, Erika K	Aide	\$16.66/hr.
Milton, Lori	ABA Tech.	\$20.61/hr.
Moss, Janet	Lunch/Recess Aide	\$10.00/hr.
Motyka, Lisa C	ABA Tech.	\$19.30/hr.

Mullarkey, Debra A.	Administrative Assistant	\$47,715.20
Murphy, Jodi M	Nurse Asst.	\$19,332.00
Murphy, Kristen A	ABA Tech.	\$19.30/hr.
Noreau, Catherine A	ABA Tech.	\$19.30/hr.
O'Connor, Natasha J.	ABA Tech.	\$19.30/hr.
Offord, Kristen E.	ABA Tech.	\$19.30/hr.
Oglesby, Pamela M.	Aide	\$15.68/hr.
Paiva, Susan J	ABA Tech.	\$20.99/hr.
Perkins, Tracee L	Clerical Asst.	\$13.88/hr.
Petrie, Sandra	ABA Tech.	\$21.62/hr.
Piche, Sabrina	Before/After School Program	\$16.29/hr.
Prairie, Kayla M	Lunch/Recess Aide	\$10.00/hr.
Pulkkinen, Diane C.	Administrative Assistant	\$49,649.60
Rapp, Karen P	Aide	\$14.31/hr.
Richardson, Mary E	Clerical Asst.	\$13.88/hr.
Ristaino, Rosa A.	Lunch/Recess Aide	\$10.00/hr.
Robbins, Nancy C.	Nurse Asst.	\$32,864.00
Rodriguez Serrano, Diana I.	Aide	\$14.31/hr.
Roecker, Susan L	Media Aide	\$18.02/hr.
Rofrano, Julie A	ABA Tech.	\$19.30/hr.
Rogers, Spencer W	After School Aide	\$10.00/hr.
Round, Barbara A.	Preschool Aide	\$14.31/hr.
Russell, Linda J	ABA Tech.	\$19.30/hr.
Savaria, Louisa M	Before School Aide	\$12.00/hr.
Scanlon, Nancy J	ABA Tech.	\$20.61/hr.
Scansaroli, Tara L	A/P Clerk	\$30,579.00
Scholten Barys, Gretchen	Aide	\$15.68/hr.
Sewell, Ashley A	After School Aide	\$10.00/hr.
Sheehan, Michelle R	ABA Tech.	\$19.30/hr.
Siska, Joan E.	A.P.E.	\$28.91/hr.
Smith, Rene D	Aide	\$14.31/hr.
Stamm, Robert T	Sped. Aide	\$15.42/hr.

Stanley, Maria A	Aide	\$16.29/hr.
Steiger, Danielle L	ABA Tech.	\$20.99/hr.
Sullivan, Carol E.	Academic Tutor	\$28,516.00
Taylor, Edward R	After School Aide	\$10.00/hr.
Taylor, Kelly S.	Aide	\$14.07/hr.
Thornton, Omaira J	Aide	\$15.83/hr.
Tinio, Angela M	Sped. Aide	\$14.07/hr.
Turner, Deborah J	ABA Tech.	\$21.62/hr.
Vandervalk, Mary A	Aide	\$15.83/hr.
Vanslette, Cynthia K	Aide	\$15.37/hr.
Verrone, Marcy K.	Ext. Day Aide	\$15.42/hr.
Villemaire, Lori A.	Administrative Assistant	\$44,096.00
Wilcox, Lorraine R	Aide	\$20.61/hr.
Williams, Kimberly A	Aide	\$15.83/hr.
Zinno, Denise L.	Administrative Assistant	\$34,248.84

### **CUSTODIANS**

Baker, John C.	Custodian	\$34,361.60
Bergeron, Brett R.	Custodian	\$38,979.20
Burke, Frances J.	Custodian	\$56,472.00
Burton, David M.	Custodian	\$31,054.40
Carlson, Richard P.	Custodian	\$50,876.80
Choiniere, Brad H.	Custodian	\$49,857.60
Coburn, Douglas E.	Custodian	\$46,051.20
Dwyer, Gary I	Custodian	\$24,575.04
Ellis, Gary R.	Custodian	\$40,934.40
Engblom, Gary A.	Custodian	\$33,737.60
Gentili, Richard B.	Custodian	\$50,273.60
Hackenson, Justin T	Custodian	\$2,360.00

Hackenson, Kevin A.	Custodian	\$45,032.00
Handley, Steven M.	Custodian	\$13,010.00
Jandrow, Ryan J	Custodian	\$33,550.40
King, Mark W.	Custodian	\$46,716.80
MacDonald, Robert H.	Custodian	\$45,718.40
Masters, Patrick K.	Custodian	\$33,737.60
Nealley, John H. Jr.	Custodian	\$16,447.00
Tobin, Jr., William H.	Custodian	\$37,564.80
Wheet, Jeffrey M.	Custodian	\$40,352.00
Willinski, John J.	Custodian	\$47,819.20

#### **CAFETERIA**

Mucci, Dianne	Food Service Director	\$59,015.00
Armstrong, Laurie J.	Cafeteria	\$16.40/hr
Auty, Maryanne	Cafeteria	\$16.40/hr
Burton, Sherry A.	Cafeteria	\$17.20/hr
Byer, Daniel N	Cafeteria	\$16.08/hr
Camire, Denise M.	Cafeteria	\$16.72/hr
Clifton, Theresa A	Cafeteria	\$16.72/hr
Cote, Doreen J.	Cafeteria	\$19.86/hr
Dixon, Janet R	Cafeteria	\$16.08/hr
Doe, Charlene A.	Cafeteria	\$16.72/hr
Gannon, Nancy E.	Cafeteria	\$16.72/hr
Gardner, Elaine M.	Cafeteria	\$16.47/hr
Hadley, Karen A.	Cafeteria	\$19.86/hr
Jionzo, Laura J.	Cafeteria	\$16.40/hr
Johnson, Lucia	Cafeteria	\$19.10/hr
Siple, Mary Lee	Cafeteria	\$19.86/hr



## INDEX

Affordable Housing Trust .....	119
Animal Control Officer .....	121
Assessors .....	122
Blackstone Valley Vocational Regional School District .....	208
Board of Health .....	124
Board of Selectmen .....	112
Cable Advisory Committee .....	126
Cable Television .....	127
Capital Budget Committee .....	128
Cemetery Commission .....	129
Code Enforcement Department .....	131
Community Preservation Committee .....	134
Conservation Commission .....	135
Council on Aging .....	137
Cultural Council .....	139
Department of Public Works .....	140
Emergency Management .....	146
Fire and Emergency Medical Services .....	149
Green Community Committee .....	154
Historical Commission .....	157
Housing Authority .....	159
Joint Library/Council on Aging Feasibility Committee .....	165
Land Stewardship Committee .....	161
Library Director .....	163
Library Trustees .....	168
Mendon-Upton Regional School District .....	226
Moderator .....	170
OPEB .....	172
Open Space Committee .....	173
Personnel Board .....	175
Planning Board .....	178
Police and Communications Department .....	182
Recreation Commission .....	190
Registrar of Voters .....	193
Town Accountant .....	194
Town Clerk .....	198

## INDEX

Town Manager .....	116
Treasurer/Collector .....	200
Tree Warden.....	201
Trust Fund Commissioners .....	202
Veterans' Graves.....	204
Veterans' Services .....	205

## WARRANTS & PROCEEDINGS

Presidential Primary / 1 March 2016 /Warrant / .....	25
Proceedings of Presidential Primary/ 1 March 2016 / .....	26
Special Town Meeting / 3 March 2016 /Warrant / .....	29
Proceedings of the Special Town Meeting/3 March 2016 /.....	34
Annual Town Meeting Warrant / 5 May 2016 / .....	37
Proceedings of Annual Town Election / 2 May 2016 /.....	53
Proceedings of Adjourned Annual Town Meeting / 5May 2016 /.56	
State Primary Election / 8 September 2016 /Warrant / .....	82
Proceedings of State Primary Election / 8 September 2016 / .....	83
State Election / 6 November 2016 /Warrant/ .....	85
Proceedings of State Elections / 6 November 2016 /.....	91
Special Town Meeting Warrant /15 November 2016 /.....	94
Proceedings of the Special Town Meeting / 15 November 2016/104	